DOCUMENT RESUME

ED 220 667 CE 033 599

AUTHOR	Butler-Hiley, Gail; And Others
TITLE	The Status of the NOICC/SOICC Network, September 30, 1981. NOICC Administrative Report No. 6.
INSTITUTION	National Occupational Information Coordinating Committee (DOL/ETA), Washington, DC.
PUB DATE	Jul 82
NOTE	139p.
EDRS PRICE	MF01/PC06 Plus Postage.
DESCRIPTORS	*Agency Cooperation; Annual Reports; Career Education; Computer Oriented Programs; *Coordination; Data Collection; Delivery Systems; Educational Cooperation; Educational Planning; *Federal State Relationship; Financial Support; Information Dissemination; Information Needs; *Information Networks; Information Systems; *Occupational Information; Program Content; Program Design; Program Improvement; Secondary Education; State Agencies; State Programs
IDENTIFIERS	*National Occupational Information Coordinating Com; *State Occupational Information Coordinating Comm

ABSTRACT

This annual report focuses on the National Occupational Information Coordinating Committee (NOICC)/State Occupational Information Coordinating Committee (SOICC) Network as a formal and effective mechanism for coordinating the activities of numerous federal and state agencies with respect to occupational information and its delivery. Summarized in the report are the network's accomplishments during the period from October 1, 1980 through September 30, 1981. Following a sketch of the mission and policies of the NOICC/SOICC Network, the sources and allocation of its funds are described. Discussed next are the nature and scope of the occupational delivery system. The next three chapters deal with the ways in which the network delivers data for planners, meets the needs of youth, and improves communication and coordination. Provided next are brief state-by-state summaries of SOICC activities in fiscal 1981 (with an emphasis on future directions, resources produced by the SOICCs, and resources sponsored by the SOICCs). The bulk of the guide consists of appendixes devoted to the following topics: legislative creation and structure of the NOICC, NOICC organization and operating arrangements, creation and structure of the SOICCs, and NOICC program policies. (MN)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

ED220667

THE STATUS OF THE NOICC/SOICC NETWORK

September 30, 1981

U.S. DEPARTMENT OF EDUCATION
NATIONAL INSTITUTE OF EDUCATION
EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)

This document has been reproduced as received from the person or organization originating it.
Minor changes have been made to improve reproduction quality.

• Points of view or opinions stated in this document do not necessarily represent official NIE position or policy.

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

R B Flanders

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

NOICC Administrative Report No. 6
July 1982

CE033 599

FOREWORD

This document is the third in a series of annual status reports on the National Occupational Information Coordinating Committee (NOICC) and the State Occupational Information Coordinating Committee (SOICC) Network. The 1979 report dealt primarily with the legislative background describing the role and mission of the Network, while the 1980 report more specifically addressed NOICC/SOICC accomplishments with respect to the three mandated areas:

- Occupational Information System Development and Implementation
- Improvement of Communication and Coordination
- Attention to the Labor Market Information Needs of Youth

The 1981 report focuses on the NOICC/SOICC Network as a formal and effective mechanism for coordinating the activities of numerous Federal and State agencies with respect to occupational information and its delivery. The Network's accomplishments during the period of October 1, 1980, through September 30, 1981, reflect a trend toward Federal and State collaboration in development and use of occupational information. By offering a forum to exchange information and address common concerns through interagency cooperation, the NOICC/SOICC Network has developed a system that is meeting the occupational information needs of diverse user groups, particularly at the State level.

NOICC/SOICC Network accomplishments reported during Fiscal Year (FY) 1981 were made possible by the willingness and direction provided by the NOICC/SOICC Network statutory members and their representatives, and the support and cooperation of personnel in the organizations they represent, together with NOICC/SOICC staff.

ACKNOWLEDGEMENTS

NOICC wishes to acknowledge and thank Gail Butler-Hiley, Administrative Assistant of the Arkansas Occupational Information Coordinating Committee, for her assistance in preparing the initial draft of this report. Working at NOICC offices, Ms. Butler-Hiley identified material to be included, reorganized the format, and prepared the initial draft. NOICC would also like to thank the members of the Arkansas Occupational Information Coordinating Committee for their generosity in making Ms. Butler-Hiley's services available.

In addition, NOICC wishes to acknowledge and thank the SOICC directors throughout the Network who contributed to this report by preparing the individual State summaries presented in Section VI. Appreciation is also offered to the NOICC/SOICC Information Service staff for providing resource listings to complement the State Committee summaries.

STATUS OF THE NOICC/SOICC NETWORK

A BRIEFING FROM THE DIRECTOR,
NATIONAL OCCUPATIONAL INFORMATION COORDINATING COMMITTEE

During 1981, a viable Federal/State occupational information network took shape. State Coordinating Committees (SOICCs) were operating in all of the States, each with a director or coordinator to oversee the day-to-day activities of the Committee. Many had expanded their memberships or developed cooperative working relationships with a broad spectrum of developers and users of occupational information.

NOICC allocated more than 87 percent of its resources for SOICC activities, some $9.6 million in support. State agencies, primarily vocational education and CETA, matched those funds by more than 70 percent with contributions of $7 million to SOICC projects. Their support indicates the importance of the Network and its increasing success in improving interagency communication and coordination.

Working with a consortium of State Committees, NOICC completed the foundation of a standardized occupational information system (OIS), as mandated. The OIS Handbook and related research were introduced at two national conferences, providing State Committees and member agency staff with technical assistance and training to implement the system. Research needed to improve the quality and utility of data on occupational demand and supply was progressing in coordinated efforts throughout the Network. The master crosswalk, Vocational Preparation and Occupations, was updated.

Both National and State Committees placed a high priority on preparing data for use in planning vocational education and employment and training programs. NOICC and the Division of State Vocational Programs worked together to improve the use of data in developing State Plans for Vocational Education. NOICC funded research to increase the availability of sub-state data to meet the needs of local planners.

SOICCs reported that agencies in 46 States either have produced a supply/demand product or will complete one in FY 1982 that interfaces supply and demand data. Projections of occupational demand were being produced for sub-state areas in 47 States; 32 States were producing estimates of occupational supply for sub-state areas. Several States started operating computer-based information systems to serve program planning needs.

Similarly, 39 States were developing statewide career information delivery systems, 21 with funding from NOICC. More than 3,000 user sites were operating in the 15 States that received NOICC developmental grants in FY 1980. NOICC funded first-year development of six new State systems. Definitions used in the Standard Occupational Classification (SOC) were modified for use in career information delivery systems, and NOICC provided grants to help six State adopt SOC as part of their systems.

NOICC also addressed the information needs of young people through joint projects with the Departments of Education and Labor, one to help teachers incorporate labor market information into the general curriculum; the other, to train counselors in its use as a career guidance and employment counseling aid. NOICC initiated efforts to establish cooperative relationships with relevant programs in the Department of Defense, Job Corps and the U.S. Employment Service.

In addition to delivering career information via computerized systems, State Committees or member agencies produced occupational briefs, job and career tabloids, directories of licensed or regulated occupations, or lists of information sources or training programs available in the State. Many of these publications were produced cooperatively by two or more agencies.

Nearly all of the Network's major undertakings both encouraged and depended on coordination and cooperation among member agencies. Their success indicates the effort both NOICC and State Committees have made to foster communication and collaboration and to avoid duplication in developing occupational information.

At both National and State levels, Committees sought broad participation and assistance from member agency staff and other experts to provide technical and professional guidance for specific projects, particularly in the design and development of the occupational information system. Through workshops, seminars and newsletters, the Network promoted greater awareness of labor market information, its sources and its uses.

NOICC substantially increased its technical assistance to SOICCs. New materials, training and services were designed as support for technical development or for more efficient program operations and communication within the Network. The NOICC/SOICC Information Service was established in response to the Network's growing need for assistance in exchanging information and resources among members. A new SOICC Director's Guide was developed to help State Committees manage Federal grants and SOICC operations according to NOICC standards.

In all of these efforts, NOICC continued to draw on the knowledge, experience and advice of the SOICCs. Many State Committee directors, staff and members participated in national projects, conferences and advisory groups. Their contributions played an important role in providing leadership for a successful Federal/State Network.

Russell B. Flanders
Executive Director

(June 30, 1982)

STATUS OF THE NOICC/SOICC NETWORK: 1981

CONTENTS

Foreword i

Acknowledgement. ii

Director's Briefing on the Status of the Network iii

I. Introducing the NOICC/SOICC Network 1

- Its Mission
- Committees by Design
- NOICC Policies
- Sources of Funds
- Allocation of Funds

II. The Occupational Information System 6

- A Brief Profile of the OIS
- Building the Data Base
- State Developments

III. Delivering Data for Planners 12

- States Supply Data
- Products for Planners
- SOICCs Demonstrate New Systems

IV. Meeting the Needs of Youth 16

- State CIDS in Brief
- States Heed Youth Needs

V. Improving Communication and Coordination 20

- Keeping the Network Posted
- SOICCs Communicate and Collaborate
- Cooperation Across State Lines
- New Services, Materials

VI. State by State: SOICC Summaries 25

- Status in FY 1981
- Improvements/Future Directions
- Resources Produced by the SOICC
- Resources Sponsored by the SOICC

VII. Appendices 26

- A. Legislative Creation and Structure of NOICC
- B. NOICC Organization and Operating Arrangements
- C. Creation and Structure of the SOICCs
- D. NOICC Program Policies

INTRODUCING THE NOICC/SOICC NETWORK

. . . "The concept is good, the collaboration is needed, and the need for occupational information continues to be critical to the planning and implementation of vocational education and training programs in the States."
— Gene Bottoms, Executive Director
American Vocational Association

ITS MISSION: THE CONCEPT IS GOOD

Recognizing the importance of information in matching vocational training with labor market needs, Congress created the National Occupational Information Coordinating Committee (NOICC) and its counterpart State Committees (SOICCs). The Education Amendments of 1976, the CETA Amendments of 1978, and other legislation[1] gave the Committees these responsibilities:

1 develop a standardized occupational information system (OIS) to serve the needs of vocational education and employment and training programs at local, State and Federal levels;

2 improve coordination and communication among the developers and users of occupational information;

3 give special attention to the labor market information needs of youth.

In addition, the National Committee was instructed to provide both financial support and technical assistance to its State counterparts.

COMMITTEES BY DESIGN: COLLABORATION IS NEEDED

NOICC and the SOICCs are interagency committees, so designed to encourage coordination and avoid duplication of effort in the development of occupational information. Voting members are established in the legislation.

Statutory members of the National Committee, from the U.S. Departments of Education and Labor, are the:

Assistant Secretary for Adult and Vocational Education
Administrator of the National Center for Education Statistics
Assistant Secretary for Employment and Training
Commissioner of Labor Statistics

---

[1] See Appendix A for more information on legislation relating to NOICC and the SOICCs.

Each appoints one member of NOICC's Technical Steering Group. Representatives of specific program areas in member agencies and the Rehabilitation Services Administration also have been invited to participate in its meetings. The steering group is responsible for establishing and implementing NOICC policies. It also approves the allocation and disbursement of funds and reviews staffing requirements.

Statutory members of State Committees include a representative of the:

State board administering vocational education
State employment security agency
State Employment and Training Council
State agency administering the vocational rehabilitation program

In most States, Committee participation extends beyond the statutory agencies, usually because SOICC activities are of direct interest to other organizations. Among groups that are commonly represented are higher education, industrial development, business, and guidance and counseling.

NOICC POLICIES PROVIDE LEADERSHIP

As an interagency effort with a unique mission, NOICC had few precedents to follow in carrying out its work. In early meetings, Federal agency representatives identified two essential steps in building a viable State and Federal occupational information network. The first was to define the scope and structure of an OIS. This was accomplished in FY 1979, when NOICC published A Framework for Developing an Occupational Information System.

NOICC's second step in providing leadership for the Network was to establish policies and standards for Committee operations. To avoid duplication of effort, NOICC's policies stipulate that neither the National nor the State Committees will be primary data collection agencies. Instead, they are to use existing programs and capabilities of member agencies, wherever possible, in implementing the OIS. NOICC also adopted certain data collection programs as standard principal sources of data for the system.

While NOICC sets standards for SOICC operations, it also gives States flexibility in determining program priorities and objectives. Each State Committee may address first the needs its statutory members consider the most crucial. (Additional information on NOICC's program policies is contained in Appendix D.)

SOURCES OF FUNDS: A SHARED RESPONSIBILITY

Member agencies share responsibility for funding Committee operations. Federal funds for the NOICC/SOICC program, as specified in the legislation, are provided by the Departments of Education and Labor. Through FY 1981, each was required to transfer between $3 million and $5 million to NOICC. Their allocations since FY 1978 are presented in Table A (next page.)

Table A

SOURCES OF FUNDING FOR NOICC
(Dollars in Thousands)

	FY 1978	FY 1979	FY 1980	FY 1981
Labor Department	3000	4815	5000	5000
Employment & Training*				95
Education Department	5000	5000	3012	3000
Career Education*				100
TOTAL FUNDS CONTRIBUTED FOR FISCAL YEAR	8000	9815	8012	8195

* In FY 1981, the Division of Career Education transferred $100,000 to NOICC for a joint project in response to the Career Education Incentive Act. The Employment and Training Administration transferred $95,000 for the Improved Career Decision-Making Project. Special contributions for other years are not shown.

Affiliated agencies, particularly at the State level, often support SOICC activities with funding or in-kind contributions. In FY 1981, their contributions more than matched NOICC basic assistance grants to SOICCs. Vocational Education and CETA were the primary sources of State support.

SOICCs, in turn, supply funds or services to help member agencies carry out specific projects. In FY 1981, for example, 13 SOICCs contributed a total of almost $300,000 to help maintain the Occupational Employment Statistics program in their States.

A prime example of State and Federal agency collaboration is the development of State career information delivery systems. In FY 1981, NOICC obligated $2.7 million to 21 States for this purpose. Sources within those States contributed approximately $3.6 million, as follows:

CETA	$1,767,500
Fees from Institutional Users	784,000
Vocational Education	381,500
SOICC (from operating funds)	258,000
Educational Information Centers	100,000
Labor, Employment Security & Employment and Training	87,500
Vocational Rehabilitation	70,000
State Appropriations	66,000
Private Industry Councils	43,000
Higher and Career Education	28,500
Talent Search	3,000

ALLOCATION OF FUNDS

NOICC has made State Committee efforts a priority, allocating nearly 85 percent of its funds to the SOICCs. Since FY 1978, State Committees have received approximately $23 million of NOICC's $27.6 million allocation. In FY 1981 alone, more than 87 percent of NOICC's funding was allocated to the SOICCs.

Less than 5 percent of NOICC's total allocation has been used for management and administration of the National office. This includes permanent staff, space, equipment and supplies, printing, travel and other routine office operations.

NOICC awards grants on the basis of program priorities as well as need and availability of funds. It has supported State activities through three major grant programs:

1 SOICC Basic Assistance Grants provide annual funding to each State for two staff positions, basic operating expenses and program activities directed toward occupational information system development, implementation and training.

2 Career Information Delivery System Grants encourage the development of Statewide systems to provide occupational information for career guidance and career decision-making. Developmental grants are awarded on a competitive basis. Among the requirements, recipients must match Federal awards with money and auditable in-kind contributions from sources in their State.

3 Special Purpose Grants support specific projects that are national in scope. They are used primarily for developmental research or technical assistance needed to implement the occupational information system. The majority of these grants have been awarded to State Committees, usually on a competitive basis. NOICC also sponsors some Federal projects of this nature by transferring funds to other agencies or contracting with individuals or organizations in the private sector.

NOICC expenditures for each of the fiscal years from FY 1978 through FY 1981 are listed in Table B, on the following page.

Table B

NOICC EXPENDITURES

Dollars in Thousands (Percent of Total)	FY 1978	FY 1979	FY 1980	FY 1981
STATE FUNDING				
Basic Assistance to SOICCs	1593 (66.9)	4892 (71.6)	5527 (55.4)	6483 (58.7)
Special Attention to LMI Needs of Youth				
CIDS Grants			1880 (18.9)	2612 (23.7)
Other Activities			033 (0.3)	159 (1.4)
Special Projects (OIS/Coordination & Communication)		816 (11.9)	680 (6.8)	391 (3.5)
TOTAL STATE FUNDING	1593 (66.9)	5708 (83.5)	8120 (81.4)	9645 (87.3)
FEDERAL ACTIVITIES				
Federal Technical Assistance & Other Contracts	695 (29.2)	882 (12.9)	1350 (13.6)	872 (7.9)
Salaries & Expenses	094 (3.9)	249 (3.6)	502 (5.0)	527 (4.8)
TOTAL FEDERAL EXPENDITURES	789 (33.1)	1131 (16.5)	1852 (18.6)	1399 (12.7)
TOTAL NOICC EXPENDITURES*	2382	6839	9972	11044

* Obligations in any one year may exceed the funding provided by the Departments of Labor and Education because of carry-over from previous fiscal years.

II

THE OCCUPATIONAL INFORMATION SYSTEM:

DESIGNED TO MEET A CONTINUING NEED

The need for reliable and timely information on occupations has grown dramatically over the last two decades. Vocational educators, planners of public and private sector training programs, employment counselors, job developers, planners in business and industry, and career guidance counselors need such information in their work. Individuals need it for making job and career-related decisions throughout their lives.

Yet the idea of constructing a formal occupational information system to meet these needs was relatively new when NOICC was created five years ago. Then, as now, data on occupational demand and the supply of trained labor was collected at different times and for various purposes by a number of Federal and State programs in separate government agencies, using different classification systems.

It was NOICC's job to devise procedures for assembling and organizing available data into an integrated information system, using uniform definitions, standardized estimating procedures and standardized occupational classifications. Data would be disseminated in a variety of ways to serve diverse groups of users. By 1981, the foundation of the system was in place.

A BRIEF PROFILE OF THE OIS

The occupational information system is described in detail in other NOICC documents.[1] Some key aspects of the system are noted below:

- The OIS is user-oriented. NOICC and many States conducted studies to ascertain the uses and needs for occupational information in member agencies and other user groups. The content, delivery modes and products of the system are designed with real needs in mind.

- The system is like a filing cabinet with four drawers. Each drawer contains files of data from one or more sources on one major topic:

  Occupational demand (job opportunities)

  Occupational supply (number of people working or seeking work)

  Occupational characteristics (duties, requirements, working conditions, wages and similar information for specific occupations)

  Complementary information (education and training programs available and their location, sources of financial assistance population demographics and trends, and similar information)

- Data can be pulled out of the files and put together in various ways for use in vocational program planning, career guidance or economic development. In some States this is done manually; in others, by computer. Special analytical procedures and crosscoding devices make it possible to integrate data collected under six major educational and occupational classifications. This is particularly important in preparing data on occupational supply and demand.

- Information products are tailored for specific users. Reports for vocational program planners may be drawn from the same data base as files for career information delivery systems. But each is prepared with its users in mind. The format, terminology, kind and quantity of information presented will vary according to who will be using it and why.

- The OIS disseminates information in a number of ways--publications, computer printouts, microfiche, or via computer terminal. Many States produce and update standard reports on a regular schedule, usually in hardcopy. Those with computerized files may compile information and deliver it by batch process in response to a particular request. Some States are developing interactive systems.

BUILDING THE DATA BASE: MAJOR ACCOMPLISHMENTS IN 1981

NOICC completed the foundation of the occupational information system (OIS) in 1981, the result of a major effort by the National Committee, three SOICCs (Colorado, North Carolina and South Carolina) and their contractors. Building on NOICC's initial work in identifying the framework of an OIS,[1] the project addressed the development and implementation of a system. As a result:

- A conceptual OIS based on user needs was identified at both the State and Federal level. Eight reports, providing a national overview of the need for occupational information, were produced. Five are concept papers on information needs in vocational education, vocational rehabilitation, employment security agencies, career guidance and CETA prime sponsors. Two discuss needs of State and Federal agency staff, and one is a review of the literature.[2]

- NOICC introduced the Occupational Information System Handbook, a comprehensive guide for implementing the OIS in the States. For the first time, available sources of educational and occupational data are identified and described in a single document, Volume 1. Volume 2 is the first to present specific methods for assembling and interpreting demand and supply information.

- More than 200 State and Federal agency employees were trained in the use of the Handbook at two national OIS conferences. They represented vocational education, CETA, vocational rehabilitation, employment security agencies and Committee staffs from 54 States and territories.

- Training materials were designed to introduce the OIS to a variety of audiences. The package illustrates the two major uses of OIS products -- in planning vocational programs and in career planning, guidance and job search activities. Copies were made available to all SOICC directors.

---

1 A Framework for Developing an Occupational Information System.

2 Because of a moratorium on Federal printing in 1981, several documents have not been published. Some are available from SOICCs.

NOICC completed the first of two extensive revisions of Vocational Preparation and Occupations (VPO), the crosscoding document used to integrate the major educational and occupational classification systems into the OIS. Prompted by significant changes in the classifications in 1980, NOICC funded a two-phased project to update the VPO master crosswalk tape and publications. In the first phase, the 1980 Standard Occupational Classification was incorporated and the Occupational Employment Statistics codes were expanded to include the Survey-based and Census-based matrix codes. The publication was revised and issued as the 1980 edition.[1]

To link new vocational education program codes and titles to occupations defined in the Dictionary of Occupational Titles (DOT), NOICC sponsored a crosscoding workshop in April, 1981. More than 50 experts in occupational analysis, vocational education and labor economics at the national and State level participated in the matching process. Results were used in integrating the newly published Classification of Instructional Programs into the 1981 edition of the VPO.

NOICC sponsored several projects to improve the quality of information on occupational demand. Among these, funds were provided for improvements in the Department of Labor's Occupational Employment Statistics (OES) program, which NOICC adopted as the standard principal source of data on current and projected occupational employment demand at the local, State and national level.

To improve occupational projections for labor market areas, NOICC and the Office of Research and Development of the Employment and Training Administration (ETA) jointly funded research to examine alternatives for projecting industry employment requirements. Findings of the project, conducted by Columbia University under contract to ETA, were used in the Bureau of Labor Statistics regional training for State employment security agency research personnel in June, 1981.

Similar research on occupational demand information, its comparison to supply data and potential methods of projecting demand received NOICC support through special purpose grants to the New Jersey Committee and the Utah Department of Employment Security during FY 1981.

- Rutgers University, under contract to the New Jersey SOICC, investigated the possibilities of using the Employment Service Automated Reporting System (ESARS) as a source of data on occupational supply and characteristics and an indicator of supply/ demand ratios.

---

[1] Although the computer tape was not affected by the Federal moratorium on printing, the VPO publications were not printed. Copies were provided to State Committees.

- The Utah project's objective is to develop a computerized procedure for transforming employer-generated job titles into standard occupational classification categories. If successful, it would enable the OIS to use information from sources that use employer-generated occupational titles, such as the ES 202 program.

NOICC continued to provide leadership in improving the accuracy of data on occupational supply in two Federal-level projects in FY 1981.

- Funds were transferred to the Bureau of Labor Statistics for a contract with the Bureau of the Census to collect survey data on occupational mobility and job tenure. The project is scheduled for completion in FY 1982.

- NOICC and the National Center for Education Statistics funded a study to identify the extent of overlap or possible undercounting in supply data collected by various Federal reporting systems. Results of the study, done by the National Center for Research in Vocational Education, will be made available to SOICC staff and member agencies for their use in identifying possible sources of duplication in supply data.

Under a special purpose grant, the Oklahoma SOICC studied the feasibility of collecting supply data from existing education and employment records as an alternative to follow-up surveys of program graduates. The U.S. Department of Defense and several State agencies cooperated in the effort. The final report recommended that NOICC work with the National Center for Education Statistics to encourage use of the project's techniques in combination with follow-up surveys.

Building on results of an earlier study concerning the collection of occupational employment data in agriculture, NOICC funded further efforts to address inadequacies in occupational information on the industry. The projects will develop and/or test procedures and prepare a guidebook for use by State agencies in conducting a survey of employment in agriculture. The work is scheduled for completion in 1983.

STATE DEVELOPMENTS

State Committees reported significant progress in OIS development in 1981. By the end of that year, 32 States had completed inventories of occupational data sources, and six were planning to do so in FY 1982. Thirty-two SOICCs also had conducted OIS feasibility studies.

SOICC reports indicated that their States had improved available data in several areas over the last two years. For example, some noted that information was more timely, included more items and was available in greater geographic detail. One of the biggest improvements mentioned was that the data was put into one location or system for the first time.

SOICCs also reported that the data base on occupational supply or demand had been expanded in their States. Several States are working on ways to improve coverage of agricultural employment and self-employed, domestic and unpaid family workers.

Because State development of an OIS is based upon resources, systems and data sources that were in place before the NOICC/SOICC Network was created, the design of the system and progress toward its implementation vary greatly from State to State. For example:

- Alabama was the first State to merge an existing career information delivery system with an operational OIS. The SESA produces OES survey-based demand projections for 21 geographical areas and the SOICC prepares supply estimates for those areas, using data from member agencies. The SOICC produces computerized supply/demand publications for selected areas and offers training to planners in their use. SOICC also is responsible for operating and maintaining the career information system, with funding from CETA in 1981. The system is operational in 95 sites and offers additional access via toll free numbers.

- Oregon has developed a network of cooperating agencies as the mechanism for improving occupational information. The network is building on the already existing Occupational Program Planning System, the Career Information System, Labor Market Information programs and the SEARCH system. The program planning system is operated by the Employment Service, with policy management by the SOICC board and a user-representative subcommittee. The career information system was the first one funded by the Labor Department. It operates in more than 2000 public schools and community college sites on a user-fee basis through the University of Oregon.

- SOICC in Delaware is developing a comprehensive computerized OIS to serve a wide range of user needs. It will contain information in five major categories: occupational information (for program planning), career information (for guidance), employment data (for job search and placement), educational information (for program selection) and economic data (for State economic development activities). Funding from NOICC, a CETA Governor's Grant and other CETA monies are supporting its development.

Summaries of SOICC accomplishments in 1981 were prepared by each State and are included in Section VI. OIS development for each State is covered in the summaries.

III

DELIVERING DATA FOR PLANNERS: MAJOR EFFORTS IN 1981

In supporting vocational education and employment and training programs, Congress has stressed the importance of preparing young people for occupations in which they are likely to find employment. To develop relevant training programs, planners need information on job opportunities, both present and future.

For many years, government agencies have produced data on the actual and anticipated demand for workers and the supply of labor trained in an occupation. But planners have found it difficult to use in setting prudent program priorities. Making such data more accessible and useful to vocational education and the employment and training community is one of NOICC's major responsibilities.

In 1981, both National and State Committees placed a high priority on preparing data for use in program planning. Developmental work on the occupational information system (described in Section II) was an essential step in the process. It produced tools for identifying and understanding available data and procedures for assembling, analyzing and comparing data on supply and demand. While this information has many uses, it is especially helpful in program planning.

Improvements in the quality of supply and demand data will increase their usefulness to educational planners. NOICC's efforts in these areas also are discussed in Section II.

Findings of research by the National Institute of Education in the mid-1970s indicated that occupational information in State plans is broad and seldom useful in local program planning. Yet local schools have significant autonomy in program decisions and use of funds. To meet their needs for labor market data, NOICC funded special purpose projects in Colorado, Utah and New Jersey.

Aimed at improving methodologies used for sub-state estimates, the projects will draw together previous research in Colorado, New Jersey, Oregon, Texas and Utah. If successful, they will produce an exportable computer package and procedures for using the OES system to prepare sub-state estimates of occupational employment. An expert review of procedures will be conducted prior to completion.

In 1981, NOICC sponsored a project to improve techniques of preparing and presenting supply/demand information for program planning. It includes an analysis and evaluation of procedures States use in compiling data on occupational supply/demand and the format in which it is presented. Completion is expected in 1982.

NOICC's revision of Vocational Preparation and Occupations provides a tool that can be used in planning vocational programs, designing and validating curriculum, establishing industry advisory committees, and placing students in programs and jobs. The crosscode is described in Section II.

To meet information needs at the local level of vocational education, the Network is continuing its efforts to develop useful supply/demand data for sub-state areas. In 1981, 47 SOICCs reported that demand data for sub-state areas is produced in their States. Supply estimates for sub-state areas are produced in 32 States. Table C, below, presents a summary of the development of occupational supply and demand data. This information is taken from a NOICC supply/demand status review of SOICCs in 1981. The review questionnaire was sent to SOICCs in all States and the District of Columbia to ascertain the status of delivery of information on occupational supply and demand. Results are shown in Table C. The review also indicated that 46 States are now or will be producing supply/demand products in FY 1982 that interface supply and demand data.

Table C

AVAILABILITY OF DATA ON OCCUPATIONAL SUPPLY AND DEMAND FOR GEOGRAPHIC AREAS

Number of States Producing Data	Projections of DEMAND	Estimates of SUPPLY
For One or More Geographic Levels	51	47
For State Level	51	38
For Sub-State Areas	47	32
For Standard Metropolitan Statistical Areas (SMSAs)	38	19
Number of Sub-State Areas for Which Data Is Produced		
SMSAs	199	96
Other *	359	238

* Includes LMAs, counties, prime sponsors and planning districts.

PRODUCTS FOR PLANNERS: A BRIEF DESCRIPTION

Supply/demand reports for program planners vary from State to State. Nearly all are provided on a regular basis to vocational education planners; more than 75 percent, to CETA prime sponsors. A substantial number of States provide supply/demand products to economic development planners, to State CIDS, and to counselors in schools, vocational rehabilitation and the employment service. Other recipients include private industry and labor organizations, colleges and universities, local government agencies, libraries, community-based organizations and college classes in education, counseling and manpower economics. Products are available to the public, upon request, in 39 States.

Most of the supply/demand products are published reports, issued and updated on an annual basis. In a few States, reports are updated quarterly or biennially. Supply/demand information is also delivered in computer printouts or via on-line computers in a growing number of States.

In most States, several agencies have a role in developing the supply/demand analysis and report. They contribute data for the data base, resources for training users and methods of disseminating the information. The major participants are the State employment security agency (SESA), vocational education, and SOICC. CETA and vocational rehabilitation also contribute substantially to the effort.

Agency participation varies greatly. For example, the SESA usually prepares projections of occupational demand and does a substantial portion of the technical and analytical work, if not the entire product. Vocational education often helps in the process of coding and clustering educational programs and/or occupations into units for analysis of the data. They also may prepare narrative sections of the reports, provide computer facilities and programmers and supply data.

SOICCs' basic role is to facilitate or coordinate the design and production of the report and to disseminate the information. They often assist with funding or user training, or with specific aspects of the analysis.

Training for users also varies from State to State. In some cases, it is done only on request from individual users. Others offer workshops on a regular basis. One State offers three levels of training--a general orientation to occupational information for large groups, inservice training for specific small groups, and technical assistance to individual users. In one State, the supply/demand report has a companion guide for users.

SOICCS DEMONSTRATE NEW SYSTEMS

During 1981, several States made substantial improvements in their ability to deliver occupational information to vocational educators and the employment and training community. Two SOICCs with a computer-based OIS were invited to demonstrate their systems in Washington for Congressional staff and Federal agency representatives at NOICC, the Department of Education and the Employment and Training Administration. Their systems are described below. Other examples of State systems are included elsewhere in this report.

- Maine OIS is an interactive system, accessible to planners via computer terminals throughout the State. It gives them ready access to information they can use for program planning or for job development. Using selection factors, planners can quickly identify occupations that fit the characteristics and needs of target populations.

  The State Bureau of Vocational Education contributes funds for the system and Maine SESA and other agencies provide the data, which SOICC organizes for computer files. A technical advisory group assisted in all phases of development, including user training activities.

  Maine's OIS contains information on about 600 occupational categories. Each includes data on current employment levels and historical trends for the State and its 16 counties, projected average annual job openings and employment levels for the State, entry level and average wages, entry level educational requirements and specific vocational preparation (SVP) ratings. Ratios of institutional supply to demand by vocational education program, employment service job applicants by occupation, and placement rates by education program also are shown.

- Missouri OIS presents data in an especially useful format for planners. Occupational information is organized into clusters or groups of occupations and related education and training programs. Each cluster includes both supply/demand statistics and relevant occupational characteristics information to aid in analysis and planning. Indexes by occupation, program and cluster title make it easy to find information from various starting points. The data is provided for six geographic areas, the State and five SMSAs.

  The Missouri Division of Employment Security prepares projections of occupational demand. Supply data comes from six sources of training program completers. The University of Missouri computer houses the supply and demand data base and provides reports in standard formats from batch runs. Other information is added manually for the final product.

  The first data books were introduced in a series of workshops for users throughout the State. As in Maine, interagency participation played an important role in the design and implementation of the OIS and training for its users.

IV

MEETING THE NEEDS OF YOUTH: MAJOR ACCOMPLISHMENTS OF 1981

The rapid growth and popularity of State career information delivery systems (CIDS) reflect NOICC's success in addressing the labor market information needs of youth. By the end of FY 1981, 39 States were developing systems or planning to do so, 21 with funding from NOICC. In addition, State Committees were providing counselors and career educators with information and materials to use in helping young people with career decisions. Among the achievements of 1981:

State CIDS continued to grow. More than 3,000 user sites were in operation in the 15 States that received FY 1980 developmental grants from NOICC. Nine CIDS launched in the mid-1970's with Department of Labor funds had a total of 4,500 user sites.

NOICC awarded CIDS developmental grants for systems in six new States: Idaho, Montana, New Jersey, Vermont, Virginia and Wyoming. All six matched their Federal awards by 100 percent or more with funds from sources in their States. By the end of their first year, they had a total of 200 user sites in place. A number of other SOICCs or affiliated agencies began developing systems without funding from NOICC.

To help State systems convert to a Standard Occupational Classification (SOC) information base, NOICC awarded six enhancement grants. Five went to DOL-funded systems in Colorado, Minnesota, Ohio, Oregon and Wisconsin. The sixth was to Vermont, which had started developing a system without Federal aid.

SOC definitions were modified for use in career information delivery systems under a grant to Wisconsin SOICC. Guidance-based definitions for all of the 842 SOC codes and companion occupational profiles are included in Classification Structures for Career Information. A workshop in September introduced the publication and provided training to SOICC representatives from many States.

States received technical assistance in CIDS operations for a second year under a contract with the National Governors' Association. Workshops were held on information development, delivery modes and technology and training for CIDS users. A national symposium was scheduled for October, 1982. The association also produced a document, Career Information Delivery for Handicapped Individuals. Copies were distributed to State Committees.

NOICC supported an assessment of career information sources in secondary schools and the effectiveness of various delivery methods in improving career awareness. The study was done for the National Institute of Education with funds transferred from NOICC.

NOICC and the Division of Career Education distributed A Counselor's Guide to Occupational Information produced by the Bureau of Labor Statistics, and launched a national project to help teachers incorporate labor market information into the general curriculum. New York SOICC, in conjunction with the State Department of Education and the National Center for Research in Vocational Education, received a special purpose grant to carry out the project. It will be completed in FY 1983.

Four States offered summer sessions to train counselors in the use of labor market information and provide them with materials to help them in their work. The training was part of a pilot project to improve career decision-making, a joint effort of NOICC and the Employment and Training Administration. Arizona, Maine, Maryland and Wisconsin were the pilot States; in each, the employment security research and analysis section developed prototype materials for counselors in the State's high schools and Job Service, vocational rehabilitation and CETA programs.

NOICC initiated efforts to expand mutually beneficial relationships between the Network and ongoing programs in the Department of Defense, Job Corps and the U.S. Employment Service. Drawing on examples of successful collaboration in the States, NOICC took steps to increase awareness and explore potential areas of cooperation between State career information delivery systems and ongoing programs in specific agencies, among them the:

- U.S. Employment Service (ES). In several States, Employment Service offices are using CIDS as a counseling aid for clients. In others, CIDS have the ES job bank on-line, providing their users with additional (and popular) information and the Employment Service with expanded avenues for reaching the public.

- Job Corps. Several Job Corps centers have used State CIDS for placement purposes, prompting efforts at the national level to help other centers make use of CIDS services.

- Department of Defense. NOICC and the Defense Department established a task force to explore ways of incorporating information on military occupations and training into the occupational information system. The task force is considering the development of a crosswalk relating military and civilian occupational classifications, provision of occupational supply/demand data that includes the supply of individuals returning to the civilian labor force as well as the demand for personnel in the military, and incorporation of military career and training information in State CIDS.

STATE CIDS IN BRIEF

State career information delivery systems (CIDS) are at the heart of NOICC's effort to provide young people with information about job and career opportunities and training. They reach many different individuals and groups by providing services to a variety of institutions--secondary and postsecondary schools, employment security offices, CETA and vocational rehabilitation centers, libraries, correctional institutions and community-based organizations.

State CIDS deliver information via on-line computers, microcomputers, hardcopy materials, needlesort, microfiche and toll-free hotlines. Most States use a combination of delivery modes. They also use various software packages, most of which are provided by commercial vendors. A few States have developed their own software or use more than one package.

Information files are designed to meet users' needs. NOICC-funded CIDS are required to include both national and State-specific occupational information. Most have information on training programs and institutions in their State, and several have a national schools file. A growing number have the employment service job bank on line.

Staff update information at regular intervals so that it will be accurate and timely. They also provide training and materials for counselors or program staff who will be working with the system in user institutions.

NOICC's policies and standards for State CIDS are based on the management model developed by the Labor Department for its demonstration project in 1974. They are contained in NOICC Administrative Memorandum 80-18.

STATES DEVELOPING CIDS

With developmental grants from:

Labor Department	NOICC FY 80		NOICC FY 81
Alabama	Alaska	Maine	Idaho
Colorado	Arizona	Maryland	Montana
Massachusetts	Connecticut	Nebraska	New Jersey
Michigan	Delaware	New York	Vermont
Minnesota	Florida	North Carolina	Virginia
Ohio	Georgia	South Carolina	Wyoming
Oregon	Hawaii		
Washington	Iowa		
Wisconsin	Kansas		

Without Federal development grants:

Arkansas	Indiana	Oklahoma
District of Columbia	New Mexico	South Dakota
Illinois	North Dakota	Texas

STATES HEED YOUTH NEEDS

Like NOICC, State Committees have given special attention to providing the young with job and career information, through statewide CIDS and a variety of activities and products, for example:

- Many SOICCs or member agencies have published state-specific occupational briefs that describe job duties, earnings and employment outlook, physical demands and working conditions. New York's include sub-state data and have a companion source-book with practical advice and general information for young New Yorkers entering the job market.

- Career information tabloids reached hundreds of thousands of young people, their teachers and their parents in at least seven States: Delaware, Florida, Georgia, Iowa, Michigan, Nevada, and South Carolina. They were published by SOICCs or member agencies, usually with funds from several sources.

- Several States have published directories of licensed, regulated or apprenticeable occupations, among them Florida, Louisiana, North Carolina, Oklahoma, Puerto Rico, Rhode Island, Texas, Utah, Vermont and Virginia. Some were published or funded by SOICC; others, by member agencies. Not all were undertaken in FY 1981. Massachusetts and Vermont are among States that have provided directories of training programs available in their States.

A number of State CIDS, including those in Michigan, Oregon and Iowa, have been used to help out-of-school youths, at sites in libraries, juvenile counseling centers, community-based organizations and special programs. Alabama CIDS provided career information for the employability development plans of 5500 participants in CETA summer youth programs in 57 rural counties and 1000 in prime sponsor programs.

South Carolina's CIDS helped graduating seniors find jobs or refine their career goals through a pilot program using the ES Job Bank file.

Florida SOICC simplified the language in computer conversations and hardcopy materials for its CIDS so that the reading level would be appropriate for a wider population. In Iowa, CIDS materials were translated into Vietnamese and Laotian for use with a growing number of refugees.

The Arkansas Committee, like many others, initiated efforts to help counselors become more familiar with available labor market information through occupational information workshops. With seed money from SOICC, the University of Maine is examining ways of including credit courses in career information in the counselor education and teacher preparation programs. Other examples of State activities are included in Sections V and VI.

V

IMPROVING COMMUNICATION AND COORDINATION: EFFORTS PAY OFF

NOICC/SOICC activities in 1981 reflect a continuing and successful effort to improve communication and coordination among agencies that produce occupational information and those who use it. Nearly every achievement noted in this report depended on participation or support from member agencies and other important groups.

In all major NOICC undertakings, special efforts are made to involve a broad spectrum of developers and users of occupational and related employment information. This ensures that representative views and concerns are considered and provides a source of expert technical and professional guidance. In 1981, for example:

- The OIS Handbook was reviewed and approved by all of NOICC's statutory agencies and a panel of State Committee representatives.

- At NOICC's invitation, experts in vocational education, occupational analysis and labor economics worked as teams to link education programs to related occupations, using major taxonomies, for tables in the next edition of the Vocational Preparation and Occupations.

- Experts in career information delivery and career guidance, State and Federal agency representatives and Committee staff participated in the preparation of guidance-based definitions for all Standard Occupational Classification codes.

- An ad hoc national advisory committee was formed to review the CIDS program and recommend actions NOICC should take in providing leadership at the Federal level for State CIDS.

The Committee structure, reinforced by NOICC policies, encourages communication and coordination among member agencies and other interested groups. Both National and State Committees offer a forum where agencies can address their common concerns about the development and use of occupational information. They can identify gaps in the data base, programs that overlap or proposals that would duplicate existing efforts. They often find ways to adjust existing collection programs or support special projects to supplement, expand or improve the development of data. Activities in this area are described in Sections II and VI.

Interagency coordination is particularly important when budgets, staff and resources are being reduced. By pooling resources and collaborating on projects, Committees have been able to maintain vital programs, to expand delivery systems or to develop better products, for example:

- Oregon's network of cooperating agencies have agreed to collaborate in the development and use of a common core of data on occupational characteristics. By reducing duplication of effort, agencies can use existing resources to build a stronger data base.

- Wisconsin SOICC and EICs co-sponsored a directory and a drive-in career fair. SOICC reported that a major benefit of the fair was the opportunity it gave participating agencies to find out about each other's programs while providing information to the public.

- With funds from CETA, Iowa SOICC assembled relevant data sources and supplied training in their use so that all Prime Sponsors can have access to and use of the same comprehensive data sources. As a result, Prime Sponsors now have an information base to support a consistent, coherent planning process. Data from individual Prime Sponsor plans can be aggregated to a State total for coordinated planning and assessment of Iowa's employment and training needs.

National agencies also collaborated to improve coordination and communication within the community of occupational information producers and users nationwide.

- For the fourth year, NOICC and the National Center for Educational Brokering co-sponsored a national conference on occupational and educational information and counseling.

- In cooperation with Ohio SOICC and the National Center for Research in Vocational Education, NOICC sponsored a conference on Network research activities. Among the topics discussed were the development of licensure information, employer surveys, occupational migration and mobility and development of occupational supply data.

- The Department of Education's Division of State Vocational Programs invited NOICC staff to participate in three regional workshops on State Plans for Vocational Education, to be held early in FY 1982. NOICC assisted in developing materials for a session on data-based decision-making in vocational program planning.

- NOICC staff participated in an Employment and Training Administration work group to develop guidelines for Private Industry Councils on the use of labor market information. ETA issued the guidelines as a monograph, "Jobs in the Private Sector: Use of Labor Market Information."

KEEPING THE NETWORK POSTED: NOICC'S COMMUNICATIONS EFFORTS

NOICC increased its efforts to keep the Network up-to-date. The fourth annual symposium series for Federal and Congressional staff and representatives of national professional organizations was held in the spring of 1981. The series included briefings on educational and occupational classification systems, the VPO and State CIDS.

NOICC sponsored and Nevada SOICC hosted the fourth annual SOICC Conference, held in May, 1981. As in the past, the meetings proved an effective and important means of coordinating NOICC/SOICC activities and communicating administrative procedures and changes in policy. More than 100 representatives of State and Federal member agencies, SOICC staff and related organizations attended the 1981 conference.

The NOICC Newsletter started publishing on a monthly basis. However, publication was stopped altogether by the moratorium on Federal printing. SOICCs continued to receive specific information, grant announcements and administrative guidance through the Administrative and Information Memorandum Series.

SOICCS COMMUNICATE AND COLLABORATE

State Committee activities, discussed throughout this report, indicate growing success in building interagency communication and cooperation. SOICC achievements also are reflected in the multiplicity of sources that have funded or supported their projects.

- SOICC produced and the State CETA Council paid for printing of 300,000 copies of Nevada Job Line and for its distribution through two major newspapers. The Balance of State CETA Private Industry Council paid for distribution via newspapers in rural areas. The State library system and SOICC member agencies also helped circulate copies widely.

- In Illinois, the State CETA agency funded the development of a statewide CIDS and contributed additional funds for the employment security agency to develop OES survey-based projections for substate areas. The State Employment and Training Council was involved in reviewing the design of the CIDS, which was piloted in two community colleges, three CETA linkage projects and 54 Department of Rehabilitation Services sites.

- New Jersey SOICC co-sponsored two conferences to promote coordination with the private sector and member agencies. Sponsors of the first were the State Employment and Training Council, the Center for Human Resources at Rutgers State University and the Prime Sponsor Directors' Association for Private Industry Council members and staff. The State Department of Labor and Industry co-sponsored the second.

- West Virginia SOICC, in cooperation with the Private Industry Council and Employment Security, developed a system for generating comprehensive labor market information for the State's 11 planning districts, a first for the State.

State Committees have encouraged wide participation and greater coordination by expanding their membership beyond the Statutory agencies and by establishing technical advisory groups and ad hoc committees to provide guidance and expertise for specific projects.

Many SOICCs have conducted occupational information workshops, career or job fairs or training, often in conjunction with other agencies.

In 1981, 31 SOICCs published occupational information newsletters, sometimes in collaboration with other agencies or funded by other sources. Circulation ranged from 700 to 8,000. SOICCs also played a role in the production or dissemination of many other resources -- directories, job hunting guides, occupational briefs and profiles, research reports and needs assessments. Most are mentioned elsewhere in this report.

COOPERATION ACROSS STATE LINES

In FY 1981, several SOICCs worked with agencies in other States to address common concerns or regional needs. For example:

- Arizona SOICC initiated an exchange of local information for career information delivery files with neighboring areas in Utah.

- Colorado, Utah and Wyoming SOICCs attracted national attention with their Tri-State Energy Labor Assessment project to develop projections of demand for energy-related occupations emerging in the three States. The project explores procedures for cooperative reporting, processing and analysis of supply/demand data for multi-state planning.

- SOICCs in Kansas, Illinois and Missouri are cooperating on the collection of institutional supply data for specific areas.

- In the Pacific region, SOICCs worked together on the feasibility of a coordinated occupational information program that would serve American Samoa, Guam, Hawaii, the Northern Mariana Islands and the Trust Territory of the Pacific. At the group's request, Hawaii SOICC provided leadership in technical aspects, based on its experience developing the Hawaii State CIDS.

- Arkansas SOICC's OIS will utilize the Maine system's software for its planning component and portions of other States' software and programs for career information delivery through microcomputers and microfiche. Montana SOICC was exploring the adaptability of both the Maine and Missouri OIS concepts for its use.

At the request of the U.S. Labor Department, Puerto Rico provided information and materials to the Ministry of Labor in Costa Rica. As a result, the Costa Rican ministry asked permission to reproduce SOICCs occupational information guides for distribution in both the United States and other countries where Spanish-speaking populations reside.

NEW SERVICES, MATERIALS SUPPORT NETWORK

NOICC substantially increased its support and technical assistance to SOICCs. New materials, training and services were designed as support for technical development and for more efficient program operations and communication within the Network.

Through the OIS Handbook, related training, and other research projects, NOICC assisted SOICCs in developing and implementing the OIS. Guidance was offered to States in planning and implementing career information delivery systems as well. Both are described in earlier sections.

To aid communication, NOICC provided funds to Colorado SOICC for preparation of an OIS Glossary. It will include more than 550 terms and their definitions as cited in primary sources (legislation, government documents and other books). Alphabetized and cross-referenced, the Glossary also contains more than 550 acronyms and abbreviations.

The NOICC/SOICC Information Service was initiated in response to the Network's growing need for assistance in sharing information about ongoing research and existing resources among its members. With funding from NOICC, the Florida Committee launched the service in FY 1981. By the end of the fiscal year, NSIS had collected and indexed more than 1000 resources produced by the Network. Annual title and subject indexes, quarterly updates and a quarterly calendar were being distributed to Network members.

In its first year, NSIS staff responded to numerous requests for specific information or technical assistance. Topical bibliographies they produced in response to some requests were sent to all SOICCs to promote greater awareness and use of available resources and to avoid duplication of effort. NSIS staff also completed a thesaurus and procedures manual for the automated service.

NOICC produced a comprehensive new SOICC Director's Guide for managing Federal grants and Committee operations according to NOICC's standards. Built on the 1977 Handbook for State Occupational Information Coordinating Committees, the manual updated and incorporated guidelines contained in Administrative Memoranda from 1977-80. Through site visits and telephone conferences, NOICC staff continued to provide additional support and assistance to SOICCs in all aspects of their operations.

In all of these efforts, NOICC continued to draw on the knowledge, experience and advice of SOICC representatives. In 1981, the SOICC Directors' Resource Group served as an advisory and review panel for the information service, the SOICC Director's Guide and the annual conference. Many State Committee directors, staff and members participated in other NOICC projects, conferences and advisory groups. Their efforts played an important role in providing leadership for a successful Federal/State occupational information network.

VI

STATE BY STATE: SUMMARY OF SOICC ACTIVITIES IN 1981

The following section of this report contains a summary of each State Committee's staff and member agency activities in FY 1981, as viewed and reported by the SOICCs. (NOICC did not receive a summary from Northern Mariana Islands in time to include in this report). Each report includes:

- Current Status of the State Committee
- Future Directions and Goals
- Resources Produced by the SOICC
- Resources Sponsored by the SOICC

Because SOICCs are interagency committees, they often develop products in conjunction with member agency staff and other organizations. Funding sources also vary.

In this report, resources listed as "produced" by the SOICC are those prepared primarily by SOICC staff.

Resources listed as "sponsored" by the SOICC are those produced by member agencies or other organizations with some assistance from the SOICC. The Committee's contribution may have been funding, clerical or technical services or other support. The NOICC/SOICC Network does not intend to take major credit or direct responsibility for their development.

NOICC wishes to thank State Committee staff and members who prepared the summaries and the NOICC/SOICC Information Service, which provided the lists of resources. Each statement is approved as presented by the SOICC.

ALABAMA SOICC

Status:

The Alabama SESA is producing OES survey based demand projections for 21 areas (State, 8 SMSAs, 7 planning districts, and 5 CETA Prime Sponsors) and the SOICC prepares supply estimates from data available through SOICC agencies for each of these categories. The information is gathered into a computerized data base operated by the SOICC. Computerized supply publications are produced by the SOICC for the State, SMSAs, CETA Prime Sponsors and balance-of-State planning areas. The SOICC provides training to planners in supply/demand information understanding and use. In addition a computer generated booklet entitled Selected Education and General Demongraphic Information is prepared by the ASOICC.

Alabama is one of the original Career Information System (CIS) States funded by the Department of Labor. The SOICC received a $250,000 grant from the Governor (using CETA Governor's Discretionary funds) in FY 1980 to assure the responsibilities for operating and maintaining the CIS, making Alabama the first State to merge an existing CID with an operational occupational information system. In FY 1981, CETA provided $232,000 for CIS support. The CIS is now operational in 95 sites and toll free numbers are also available for persons to access the CIS. The CIS is used in the Summer Youth Program for all CETA participants, and in the CETA client assessment process. Since the SOICC has taken over the responsibilities of the CIS, costs have been cut by over 60 percent while service has nearly doubled.

The SOICC, at the request of the CETA Balance-of-State PIC prepared a publication, Selected Alabama Training Facilities, that several agencies have shown an interest in and plans are being made to redesign, expand, and publish a revised edition in FY 1982. The Balance of State PIC has also requested that SOICC staff participate in all of the PIC quarterly meetings and two other PICs have invited the SOICC to participate in their meetings.

Improvements/Future Directions:

Alabama has moved from Census-based projections to survey-based projections that provide more occupational detail reflecting current industry staffing patterns. The supply information is also being gradually improved through the inclusion of additional sources of supply data.

A major improvement cited by the SOICC is the move from two separate supply demand publications (one for CETA and one for vocational education) to a single publication with separate volumes for each district. The approach is intented to help link CETA and vocational education planning. The SOICC is also considering the inclusion of some occupational characteristics information in the supply/demand products, particularly wage and salary information.

(Alabama SOICC, con't)

The SOICC is using alternative approaches to deliver career information, particularly to rural areas. Four approaches being tested are: (1) dessimination of one page questionnaires to the students that can be completed and submitted for batch processing; (2) the use of toll free numbers to call CIS terminal operators; (3) the publication of a State Occupational Outlook Handbook, currently in press; and (4) the provision of VOED of one person to travel to small rural schools with a terminal.

Due to the many requests that have been received, SOICC plans to collect information on regulatory boards/agencies and occupations covered by such boards and to publish a directory of this information.

In late FY 1981, the Office of Employment and Training requested that SOICC assist in the development of a model Balance-of-State CETA management information system to encompass all participants covered under the Governor's Special Grant. This system will contain not only information on individual program participants, but also budgetary information for each contractor, thus enabling CETA staff to combine the two in an efficient and accurate manner. SOICC staff will provide assistance in design as well as a programmer and computer time. Program participant information will be maintained by CETA/MIS personnel. In turn, SOICC will be able to obtain accurate, timely information for inclusion in the occupational information system. Budgetary information will be maintained by the Governor's Special Grant personnel.

Resources Produced by the Alabama SOICC:

Alabama SOICC Brochure
Alabama SOICC Posters
Alabama Summer Youth Employment Program: Future Job Preference Book
Career Information Questionnaire
Labor Turnover Information--by Major Industry--by County
Governor's Employment and Training Initiatives for Women
Occupational Trends and Institutional Supply Information for Alabama....Areas
Occuaptions and Training Handbook
Selected Alabama Training Facilities
Selected Education and Demographic Information
Student Recruitment/Scheduling for Non-Traditional Vocational Programs
Supplement: Occupational Trends and Instutional Supply Information
State Occupational Outlook Handbook (302 occupations)

ALASKA SOICC

Status

The primary purpose of the Alaska SOICC is to develop and implement an OIS that meets the common occupational information needs of vocational education programs and employment and training programs at various government levels. The OIS is intended to include data on occupational damand and supply based on uniform definitions, standardized estimating procedures, and standardized occupational classifications.

(Alaska SOICC, con't)

In a cooperative and coordinative effort, the AOICC has provided financial assistance to the Research and Analysis section of the Alaska Department of Labor to expand the Industry-Occupation (I-O) matrix to include estimates and projections for substate regions. Additional funding to expand a wage rate for those substate regions as well as assistance in gathering localized occupational information for project analysis has also been provided by the AOICC.

In a major training effort during FY 1981, the AOICC, in conjunction with the Research and Analysis staff, conducted LMI workshops. Population information, current employment, unemployment, occcupational information and the Consummer Price Index were topics of presentation.

Improvement/Future Direction:

The most significant contribution made by the AOICC has been the improvement of Alaska's OIS in its support of the Alaska Career Information System (AKCIS). One of fifteen State systems funded initially by the National Occupational Information Coordinating Committee in FY 1980, the AKCIS is the most comprehensive Alaskan occupational and education information system available.

During FY 1982, the AKCIS will develop and implement a planners file for use by administrators and planners who develop and implement job-related education and training programs. Also in FY 1982, AOICC will again co-sponsor LMI workshops throughout the State. AOICC will provide some financial support to such programs as the quarterly and annual wage rate survey, the instalation and implementation of the Federal OES Batch System, and updating of the I-O Matrix.

Resources Sponsored by the Alaska SOICC

School Information Mannual
Occupational Information Manual
Programs of Study and Training Manual
Learning Activities and Implementation Handbook

ARIZONA SOICC

Status:

The Arizona SOICC (ASOICC) is developing an integrated, computer based occupational information system called OIS of Arizona. The basic structure of this system was defined in a policy paper released in August, 1979. The system utilizes a Honeywell IDS data base environment. Data in the OIS are organized by county and by standard occupational or training code. Data sources entered or being entered in the OIS are apprenticeship, proprietary schools, secondary vocational enrollment, community college vocational enrollment, Job Service applicantions and job orders, and OES projections. Allocation factors have been developed based upon Unemployment Insurance data that permits data conversion from one coding structure to another. Data conversions currently possible include OES to DOT, OES to OE, DOT to OE, OE to DOT, and DOT to SOC.

(Arizona SOICC, con't)

Guidance for the OIS has been provided by users and suppliers of information through participation on the OIS of Arizona Advisory Council (OISAC). In support of the OIS of Arizona, the OIS of Arizona User's Manual was recently completed. This manual is a reference to classification systems, a source of information on Arizona occupational planning data, and a documentation of the OIS of Arizona. The OIS was used to convert OES projections from an OES code to an OE code format for the 1980-82 Vocational Education State Plan, and will be utilized similarly for the 1983-87 state plan. The OIS was also utilized to prepare a special VEDS follow up study that featured questionnaires presented in four digit SOC codes.

ASOICC also operates the Arizona Career Information System (ACIS) at a high level of interagency organization. In addition to the ASOICC Technical Steering Committee and its sub-committees, the ACIS Policy Board consists of upper level management representatives of major State agencies and interest groups and a Base User Committee. ACIS has established strong working bonds with a number of State agencies and operates in partnership with many of these to establish and enhance career exploration and decisionmaking.

The ACIS delivery system consists of six base user sites, some 100 terminal sites and 50 microfiche alternative delivery sites. The base users system alone, represents a quarter of million dollars inkind investment in this service. Local information files are also shared with Utah, California, and New Mexico. New on line terminals are being added continuously and at least two base users have expanded their capacity to support the delivery systems.

ACIS adopted the Guidance Information System with six files of nationally relevant information and has added four files to the system. Two locally produced files contributed by public agencies have also been adopted. Approximately 8,000 items on occupations, career preparation and employment are contained in ACIS files and nearly 700 counselors, educators and others have been trained by ACIS staff who provide a variety of inservice and technical assistance as well as an annual conference for career guidance and education personnel.

ACIS has conducted one series of impact and penetration evaluations that provided working information about the delivery systems and its enhancement. Another considerably expanded evaluation is currently under design and will study not only impact and penetration, but will explore linkages and career resources as well.

Improvements/Future Directions:

The entry of basic data components into the OIS of Arizona should be completed in late 1981. Subject to availability of funds, a supply/demand report entitled, the Training and Job Opportunities Report will be produced. This report will be prepared, by county, in both OE and SOC code formats and is viewed as major product for use by occupational program planners, administrators, counselors and policymakers. A major effort to market the OIS and provide training to potential users is currently being planned. In late 1982, a user evaluation should be carried out, however, OIS updating is proceeding routinely. Additional data components planned for entry are HEGIS, vocational rehabilitation, CETA, and Job Service wage data. A long range OIS goal is conversion to an on line system.

The future of ACIS is centered around service to users as well as continual expansion of delivery systems to a wider and more varied group of users. Of particular importance are future plans to enhance the microfiche system to include micro computers that will provide a full scale computerized career search. ACIS is working with the Arizona Department of Education to integrate the delivery system into the individual educational planning system that is being implemented statewide.

Resources Produced by the Arizona SOICC:

Arizona SOICC Brochure
Arizona Jobs Manual
Arizona Career Information System Brochure
Occupational Information System of Arizona User's Manual
ACIS User Guide
ACIS Information Issues
OIS Summary Report: The 1980 Commission Survey of Proprietary and Non-profit Vocational Technical Schools
OIS Summary Report: Apprenticeship Program Enrollments, Completions, and Other Activities in Arizona for 1981
OIS Report: VOED Supply and Demand Projections for 1983-87

Resources Sponsored by the Arizona SOICC:

Arizona Career Information System: Abstract of the Natelson Report
Arizona Career Information System: Third Party Evaluator Findings

ARKANSAS SOICC

Status:

Since the Arkansas State Occupational Information Coordinating Committee (ASOICC) became operational in 1978, continuing efforts have been directed toward improved communications, coordination of member agency activities, and the development of OIS components. The ASOICCC staffs two permanent employees and utilizes the clearinghouse operational alternative to conduct SOICC activities.

In initial response to its mandates, ASOICC developed a brochure to create awareness of the SOICC program among Arkansas' occupational information producers and users. This effort was followed by the development of an occupational information source directory and the introduction of a quarterly newsletter that is currently circulated to some 850 institutions, agencies and individuals.

As adopted in NOICC program policies, the ASOICC elected to provide financial and technical support to the Department of Labor's Occupational Employment Statistics (OES) program. Since FY 1978, ASOICC has provided 1-2 staff positions to the Arkansas Employment Security Division for work in such areas as OES projections, supply/demand interfacing, and wage rate data surveys. Additionally, ASOICC has provided close to 50 percent of Arkansas' OES funding that has allowed the program to become one of the first to produce instate projections unassisted by computer support from the Bureau of Labor Statistics. Through support and encouragement of ASOICC, the Arkansas ES Research and Analysis section released in FY 1981, Arkansas' first supply/demand interface publication.

(Arkansas SOICC, con't)

In FY 1980, ASOICC received CETA Governor's Discretionary funding to conduct two needs assessment surveys that would provide a foundation for OIS development and implementation. The first of these surveys addressed the overall occupational information needs and uses throughout the State with questionnaire surveying 546 public educational and miscellaneous organizations. A second sub-survey was directed toward counselors and extracted more detailed information on such factors as occupational awareness, counselor use of specific available information, and actual information delivery to students, clients and other job seekers. The survey findings were instrumental in ASOICC's decision to form a task force to study the feasibility of career information delivery systems for Arkansas during FY 1981.

Upon completion of these surveys, ASOICC determined that occupational awareness would be increased through training. To orient ASOICC member agencies to the objectives of an occupational information system, ASOICC staff conducted a 2 day training session that also served as a planning symposium for statewide workshops scheduled for FY 1981. Representatives from member agencies assisted ASOICC staff in determining target groups, workshop sites, and program design that would best meet the needs of workshop participants. In FY 1981, ASOICC conducted a series of eight area workshops on occupational information awareness and users. Each session emphasized interaction between information producers and users. Presentations by member agency representatives provided information on service and products available from ASOICC members as well as numerous agencies affilated with ASOICCs technical steering committee and CIDS task force.

The initial expansion of the ASOICC Technical Steering Committee was made in FY 1979 when invitations were extended to the Department of Higher Education and the Disability Determination for Social Security Administration. In FY 1980, the Arkansas Industrial Development Commission appointed a committ representative and in FY 1981, additional invitations were extended to the Department of Education and the State Advisory Council for Vocational Education. (Prior to 1981, education department representation was provided by the vocational-technical education division. This division became a separate entity in FY 1981 leaving the education department without representation of ASOICC committees.)

Improvements/Future Directions:

ASOICC's needs and uses survey also reflected a strong interest in some type of computerized information delivery system. Therefore, in FY 1982, ASOICC applied for CETA Governor's Discretionary funding to begin implementation of a State computerized occupational and educational information system. The two-phased project includes plans to adapt the Maine palanning information system for Arkansas' use and to develop an implement a CIDS. In cooperation with the Arkansas Employment Security Division, ASOICC has acquired the use of a Wang 2200 VSE computer to house the system. Information development, systems and programming work will be performed by the Research and Analysis section of the Arkansas ESD, with advisory and technical assistance supplied by the ASOICC.

(Arkansas SOICC, coon't)

Planning information system data is scheduled to be available to various user agencies within six months after the receipt of Maine's software. CIDS structure search processes for use of micro computers will be available by early spring of 1982 for those users currently owning or willing to purchase micro computers. The Arkansas Occupational and Education Information System (AEOIS) will also provide additional data in either microfiche or hard copy within a similar time frame.

By FY 1983, four to five additional files of information available on floppy disks are expectd to be available to users. Tentative plans includes the eventual use of Winchester drives as the retrieval system for the entire CIDS. This will allow the career information users in the State to have access to low cost information once the initial cost of the micro or Winchester drive is borne. Users will have no monthly telecommunication charges and the cost to maintain the information will be minimal, if any.

Resources Produced by the Arkansas SOICC:

Arkansas Occupational Prespective, Quarterly
Directions: A Guide to Occupational Information in Arkansas
Guidance Counselors In Arkansas: Survey of
Needs and Uses for Occupational Information: Survey of
OIS Training Workshop: Arkansas SOICC

Resources Sponsored by the Arkansas SOICC:

Interface of Supply and Demand, Arklansas, 1980
Arkansas Wage Survey, 1981

CALIFORNIA SOICC

Status:

The California SOICC's focus has been two-fold: (1) to develop communication and coordinative linkages among themember agencies, and (2) to produce the California Occupational Information System. The Occupational Information System in California has been determined by COICC to consist of two products: a supply/demand report and the California Career Information Guide.

After several joint agency workshops on the subject of supply/demand reports, and also after a variety of input by the Advisory Committee (Users), it was decided by COICC that the California Supply/Demand Report would be both in quantitative and narrative form. Sources of supply data were identified and compatible data were gathered from the sources that provided available supply information. Future efforts to obtain data from other sources were also identified. To prepare the narrative portion of the supply/demand report, SOICC and the Employment Development Department developed of reports on six occupational identified as being high demand in each of 22 sub-State areas and statewide. These narrative reports cover occupational selection, wage ranges, hiring requirements, employment opportunities and outlook for that specified sub-State area.

(California SOICC, con't)

California Career Information Guide (CCIG): California has numerous private vendors that have developed a variety of career information systems. The COICC decided that California's efforts would therefore be directed toward the development of State-specific data that would augment the multitude of systems currently existing in the State and also be useable by the widest spectrum of users. The CCIGS consist of three interrelated and interlinked components: 320 occupational briefs; programs from the State's 3,000 schools identified by county; and financial aid information. The CCIG will be available in printed form and on magnetic tape.

Interagency agreements are currently in progress for three member agencies to provide $5,000 each for pilot testing the usability of the data. These agencies include that State Department of Education, the Employment Development Department, and the Chancellor's Office of Community Colleges. Both the supply demand report and the CCIGs are nearing completion and dissemination plans are expected to begin in January, 1982.

Improvements/Future Directions:

Future plans for the COICC include dissemination of the two aforementioned products. Pilot tests for the CCIG also will be conducted in 1982. Evaluations from users will be obtained from both of these products and will provide the basis for future refinements and modifications to the original material.

The COICC will be working with all the agencies that provide data for the supply/demand report in an effort to maximize the data available from supply sources. Further refinements to the CCIG will be pursued by COICC through exploration of additional data on military occupations, CETA program information, new and emerging occupations, as well as those occupations in the highest demand.

The availability of funding will determine other directions of COICC in 1982. One item being considered is an "Information Exchange" in the spring of 1982.

Resources Produced by the California SOICC:

COIS Update

Resources Sponsored by the California SOICC:

Financial Aid Guide

COLORADO SOICC

Status:

The Colorado SOICC was formally established in September of 1977. The original Committee members included the State Board for Community Colleges and Occupation Education (vocational education), the Colorado Employment and Training Council, the Division of Employment and Training, and the Division of Vocational Rehabilitation. In September, 1979, the Division of Commerce and Development was invited to participate.

(Colorado SOICC, con't)

In 1977, Colorado had many high quality data systems designed for special purposes. Due to their specialized nature, however, they were of limited use to planners, counselors and labor market information users. From the first, the SOICC members expressed a desire to reorient the existing systems in a manner that would produce the information needed by LMI users without disrupting the basic purpose of existing systems and without increasing the data burdens of business, industry and educational institutions.

SOICC first determined Colorado's status in terms of information needs and available data. Phase I was identification of LMI user needs and was completed with the publication of the Colorado Labor Market Information Needs Assessment, (Volumes I and II) in December 1979. Phase II was the indentification of available data and was completed in January 1980 with the publication of An Annotated Bibliography of Labor Market Information in Colorado.

Secondly, SOICC identified the necessary modifications that would enable the existing Colorado systems to be responsive to both their original purpose and the needs of LMI users. This step was completed during 1980 and resulted in identifying two types of modifications. The first was of a short run, interim nature where data gaps in the existing systems would be filled with special surveys and methods of linking would be established. The second was of a long-range nature and involved modifications that would combine systems to lessen data burdens on employers and institutions and would also improve the quality of information and increase detail.

The short-run modifications included: (1) the development of an interface between existing demand and supply data; (2) the development of agricultural demand data through a special study; (3) the development of energy occupations data through a special study; and (4) the development of a synthetic modeling sub-system that would permit manpower demand forcasts for small georgraphic areas. These modifications were completed in late 1980 and 1981. In September 1981, the first report utilizing the modification was published as Colorado Employment Outlook by Occupation 1982 - 1987. Vocational education and CETA planning is now being conducted utilizing this document.

Long range modifications included the combination of several existing systems to reduce data burdens and increase data usability. The major thrust was the addition of the occupational title and wage rate to the Unemployment Insurance Data System and the elimination of several other related systems.

Because modifications of this type would have significant impact on present data systems, a feasibility study was required. This study was completed in September 1981 with favorable results, and implementation of the modifications is now being negotiated.

SOICC has also been active in one other related area. Education in Colorado was hampered by the lack of good follow up data. The SOICC coordinated the development of a comprehensive follow up system that utilized the existing UI system. This new system is operational and provides more accurate data on a larger number of former clients and students than the old system.

(Colorado SOICC, con't)

Improvements/Future Directions:

As indicated, the Colorado SOICC is in the process of developing a unified system for gathering accurate and complete labor market information. The first major thrust is to include occupational titles in the Unemployment Insurance System thereby eliminating the necessity for up to six other data gathering systems. A second major effort is to expand the implementation of the Comprehensive Follow up System.

The third major thrust is to train planners and counselors in the use of labor market information. Colorado has been a leader in this area and the results of more relevant training points to even greater efforts in the future.

(Colorado SOICC, con't)

Resources Produced by the Colorado SOICC:

BLS-Alternative Estimating Methods for Sub-State Area Occupational Employment
Colorado LMI Needs Assessment: Volumes I and II
Further Testing of Estimating Methods for Sub-State Occupational Employment Statistics
Governor's Conference on Occupational and Labor Market Information
Labor Market Information in Colorado (Annotated Bibiliography of)
Migration Patterns of Former Voc-Ed Students Employed in Colorado
National Student Follow-Up Workshop: Background Paper
Occupational Description Writing Guide for the COCIS
Occupational Employment Survey of Agriculture in Colorado
Occupational Information Outlook - quarterly
Occupational Supply/Demand Matrix, 1979-84, three planning regions, statewide
Secondary Work Force Movement Into Energy Industry Employment
Colorado SOICC Brochure

Resources Sponsored by the Colorado SOICC:

Four-Year Colleges/Universities' Graduate Follow-up Processes

CONNECTICUT SOICC

Status:

The Connecticut SOICC, fully operational since late FY 1979, directed much of its initial effort to the development of a CIDS. Prior to the formation of the SOICC, occupational demand and supply data were compiled by the SESA and vocational education agency for use by planners and administrators. Therefore, the SOICC chose initially to channel much of its effort into the delivery of career information to persons engaged in career exploration or to job seekers through a CIDS, before addressing the need to improve and expand supply/demand information for planners and the effective use of that information.

(Connecticut SOICC, con't)

Connecticut received a CIDS grant from NOICC in FY 1980 and now has approximately 110 user sites statewide in its CIDS network. Sites exist in job service and WIN offices, secondary schools, vocational-technical schools, the State college and Unviersity system, a correctional insititution, State and local rehabilitation agencies, the Education Information Center, and all CETA Prime Sponsors. SOICC has also provided terminals to service CETA Balance-of-State youth programs. A Job Bank file will be included in the CIDS during FY 1982. CETA has provided major funding support for the CIDS (to date $233,000) $150,000 is anticipated in FY 1982. Additional funding is also being provided by vocational education, local education, higher education, and other agencies.

While emphasis has been placed on the CIDS component of the occupational information system, the SOICC is taking an active role in occupational information improvement for planners and administrators. Occupational information demand and supply data prepared by the SESA and vocational education agency are published in two documents, Occupational Projections and Training Data (published by the SESA with input from vocational education) and in the Connecticut Annual State Plan for the Administration of Vocational Education. Additionally, the SOICC staff is heavily involved on an ad hoc basis in providing technical assistance to various regional planning groups in pulling together occupational information to meet their needs.

Besides the development of a CIDS, several other accomplishments of the SOICC are evident. The SOICC has established an information clearinghouse capability which provides information from member agencies to planners and other users of occupational information. In a related activity, the SOICC has developed a directory of labor market information resources and a periodic Newsletter sent to several thousand individuals.

Coordinative activities among the member agencies has also been a major focus of attention for the SOICC. Membership on the SOICC committee has been expanded by Executive Order of the Governor to include the Board of Higher Education and the Employment and Training Division of the Office of Policy and Management. This Executive Order also designates the SOICC as the official State agency for coordinating all labor market and occupational information activities. Connecticut also has an operational and effective Techncial Steering Group.

In addition to representatives from the statutory agencies, members have been added from economic development, business and industry, higher education, the Permanent Commission on the Status of Women, the State Advisory Council on Vocational and Career Education, and other users and producers of occupational information.

The effectiveness and support of the SOICC in Connecticut has been demonstrated by its institution through the Governor's Executive Order and by the endorsement and advocacy of such groups as the Governor's Council of Economic Advisors, the Connecticut Business and Industry Association, and the Blue Ribbon Commission on Higher Education.

(Connecticut SOICC, con't)

Improvements/Future Directions:

The SOICC is playing a major in eliminating redundant employer surveys, thus saving money and reducing the burden on employers (all such efforts are reveiwed by the SOICC to determine whether they are necessary or whether the desired information can be obtained from existing sources.) The SOICC has also been a major influence in improving the usefulness of the OES projections and has worked with planners to demonstrate that usefulness. The SOICC is also actively engaged in overcoming the inconsistencies in the various classification systems that complicate the development of supply/demand comparisons, and to this end will have a SOC based CIDS by 1982 and is considering the use of SOC-based supply/demand information in its proposed system for planners.

With the CIDS fully operational, the SOICC is concentrating efforts on the development of a fully integrated occupational information system, i.e., a single data base system that can serve both career exploration needs and the needs of program planners and administrators through computerization. In addition to serving users, CIDS has also served as a prelude for establishing the credibility of a computerized approach for data provision to all users. Connecticut has been exploring various computerized systems to determine which would be the best. In his connection, the SOICC has already investigated Maine's computerized OIS for planning information delivery and Virginia's computerized OIS. Connecticut will move forward in FY 1982, subject to the availability of funds, to establish its own integrated computerized OIS.

Resources Produced by the Connecticut SOICC:

Connecticut's CIDS: GIS
Connecticut SOICC Brochure
CONSIDER/GIS (CIDS User Manual)
Directory of Information Sources
SOICC Considerations - Newsletter
Employer Survey Report

DELAWARE SOICC

Status:

The Delaware SOICC has developed an integrated, comprehensive occupational information system that is designed to meet a multiplicity of user needs. The system, known as DELPHI, can be used by individuals planning, preparing for, or exploring a career, or those looking for a job, and by education and training program planners, economic developers and public policy makers.

(Delaware SOICC, con't)

Computerization of this multi-functional system permits interactive delivery through computer terminals and facilitates access to and use of the information in it. The information contained in DELPHI corresponds to the following five types of information systems: (1) Occupational Information (for program planning); (2) Career Information (for guidance); (3) Employment Information (for job search and placement); (4) Educational Information (for program selection) and (5) Economic Information (for State economic development activities).

Each component in the system will eventually contain five files, some of which are already in place in each component. For example, the Educational Information component contains files on programs, schools, courses, financial aids, and educational organizations. Some of these files have a structured search to aid the user. Cross references are being built in throughout the system to facilitate the appropriate use of information contained in different components and files and to guide users in applying the system for various purposes.

A two-year CETA Governor's Grant of over $100,000 supported the first year DELPHI initiation and nearly that amount in the second year (FY 1981) funded the design and development of the system. In the coming year, a CETA Coordination and Special Service grant will help maintain and update the system. The DELPHI is currently available at 25 sites within the State. A printout of the Outlook file serves as a supply/demand product for use in the vocational education and CETA program plans. It contains OES survey based projections of occupational demand matched with program supply.

Improvements/Future Directions

In finished form, the DELPHI system will include 35 files organized into seven components: one for each of the five categories of information previously mentioned plus a national educational information component and a training information component. The training information component will cover employment training, career preparation programs, military training, apprenticeship training, and on-the-job training. Updating of the data bases in an on going effort of the SOICC, as is the completion of new files and their integration into the DLEPHI system.

Resources Produced by the Delaware SOICC:

Classification of Title and Codes for the Delaware CETA MIS (Editions I & II)
DELPHI File Guides Index
DELPHI Guidebook
DELPHI Outlook: Overview of the Delaware OIS
DELPHI Perspectives: Introduction to the Delaware OIS
DELPHI Site Survey
Delaware CIDS Scope of Work
Delaware Directory of Occupational Information Contacts
Delaware OIS and the "SOC Problem"
Delaware SOICC Brochure

(Delaware SOICC, con't)

Delaware Workscape
Integrating MOIS Scripts into the DLEPHI Options File
NOICC Cards Program: Results and Prospects
Proposed Protocal for Manipulation of OES/DOT/SOC/GOE Tapes
Vocational Education Programs and Occupational Demand in Delaware
Economic Development Support/Related Applications of the Delaware OIS
Graduate FOllow Up Study: Delaware Public Schools (proposal)
Occupational Information and Economic Development
SOICC, EIC, an CIDS: Inter-Acronym Collaboration
Toward An Occupational/Career Information System for Inner-City Youth

Resources Sponsored by the Delaware SOICC:

Delaware Comprehensive OIS Pilot Test Evaluation Study

DISTRICT OF COLUMBIA SOICC

Status:

Serving as a coordinating entity for its four State-level signatory agencies and for many professional associations and quasi-governmental agencies that have an interest in the OIS and other activities, DCOICC has sponsored a number of activities directed toward the development and implementation of the OIS. These DCOICC activities have focused on efforts to integrate existing occupational information into our non computerized mode. A crucial aspect of this integration is the linkage established with the major occupational information producer in the District of Columbia.

The LMI Division of the D.C. Department of Employment Services produces much of the occupational and related economic information in the State. DCOICC serves as an information clearinghouse for distributing this information and other significant information to requesting users. DCOICC's clearinghouse activities also involve the publication and distribution of brochures on DCOICC services and a quarterly newsletter explaining DCOICC activities, discussing occupational information and addressing related issues of particular importance in the District of Columbia. In addition, DCOICC publishes other documents related to occupational and career informaiton. Some of these documents include: Occupational Monographs; Career Development Workshop Packets; and Staff Development Workshop Packets. These publications, in addition to other special publications, contain most of the materials and handouts used to supplement DCOICC's career development and staff development workshops.

The CAREER DEVELOPMENT WORKSHOP (CDW) is designed to motivate and augment individuals' career and attitudinal development and make them cognizant of their skills and talent. The CDW initiates the individuals perception of themselves and how their unique talents fit into the career world. It not only clarifies the problems of establishing and developing a career objective, but it offers solutions to surmounting obstacles that arise during the career search.

(District of Columbia SOICC, con't)

The STAFF DEVELOPMENT WORKSHOP (SDW) concentrates on staff members' need to develop and maintain a positive attitude toward not only their jobs, but themselves and those individuals they are attempting to motivate. Its purpose is to help them identify their own job exhaustion and learn of ways to prevent and/or solve the critical problems of being "burnt out".

The workshops have been performed at such places as:

Lorton Prison - Youth Center II - Staff & Youth
Washington Urban League - Youth
Job Corps Center - Staff
Penn Career Development Center - Youth
Horizons XL (First Offenders' Program) - Youth
Capital Head Start Program - Parents
Columbia Heights Youth Club (first offenders' division)
Juvenile Delinquency Prevention Program
14th Street Metropolitan Police Department's Youth Awareness Project
Bureau of Rehabilitation - Staff
Educational Opportunity Center (EOC) - Staff
Various schools and career development programs within the D.C. Public School System

In a related effort, DCOICC recently conducted a training project to Improve Career Decision Making. The project, designed to enhance counselor knowledge and the use of career and labor market information, was in response to a request by the D.C. Public Schools, CETA, Job Service and rehabilitation councelors to make more efficient use of labor market information.

The District of Columbia Career Inforamtion System, although not supported by a national grant, is operative. Utilizing the GIS System, the Ballou High School Computer system makes available to all District senior high schools and some junior high schools, the national GIS files.

DOICC is currently developing area occupations file to supplement the national files. The local occupations file is considered a first step toward a functional OIS.

Another DCOICC project that gives special attention to the Labor market needs of youth is through the participation in an annual career awareness fair for junior high and high school students. This is a continuing activity for the dissemination of occupational information. Participation in these programs provides opportunities for District students to see varied careers and speak to men and women who serve as "role models" for various occuaptional and professions on a one-to-one basis.

DCOICC has recently completed a comprehensive survey designed to identify user needs for various kinds of occupational information and to obtain the priority of those needs from information users. The results of this survey, published in a study entitled: A Special Report of Occuaptional Information User Needs in the District of Columbia, identifies the specific information elements to be contained within the DCOICC computerized OIS component.

(District of Columbia SOICC, con't)

Improvements/Future Directions:

Future plans include continued improvement in both the OIS and the CIS programs. To aid in making the CIS more comprehensive, DCOICC will sponsor the development of a local business file and plans to add other files in FY 1982. In addition, a campaign is planned to extend the availability of the system through the installation of computers at neighborhood centers operated by the State Employment Service. The Committee also hopes to initiate a coomputerized system modeled after the Maine system. Activities for implementing the OIS will focus on securing complete data from HEGIS, VEDS, SNAPS and USES programs for interfacing with information provided through the LMI Division of the Department of Employment Services. DCOICC's third major thrust is to develop a continuous and comprehensive OIS training capability through the formation of workshops, symposiums and conferences.

Resources Produced by the District of Columbia SOICC:

DCOICC Brochure
DCOICC Newsletter
Job Guides for Selected Occupations
Occupational Monographs in the Nation's Capital
Career Development Packet
Staff Development Packet
FOCUS: Views and Problems Related to Preparing D.C. Public Schools Youth for the Marketplace

Resources Sponsored by the District of Columbia SOICC:

D.C. Director of Volunteer Opportunities for Youth
Institutionalized Youth's Parent Surrogates: Annotated Guide to the Literature
Handbook for Parent/Surrogrates
Integrating Career Education into Group Homes for Institutionalized Youth: Final Evaluation
Parenting Role in Career Education

FLORIDA SOICC

Status:

The Florida SOICC (FLOICC) has taken a strong interagency approach in carrying out the SOICC mandates and through the FLOICC and member agencies, has assessed the needs of planners/administrators of vocational and employment and training programs, as well as counselors and persons engaged in career exploration. Much of FLOICC's effort is directed at strengthening the role of member agencies in the production and dissemination of occupational information. In addition to the four statutory members, the Florida Division of Economic Development is also a formal member of the FLOICC. CETA funds positions in the FLOICC for occupational information system, clearinghouse and career information delivery activities.

(Florida SOICC, con't)

In the implementation of an OIS, FLOICC's member agencies are actively involved in providing data for each of the system components. The Florida SESA is currently working on demand projections for the State and eleven administrative planning districts. The Division of VOED provided valuable assistance in the production of these demand projections. The occupational projections are Occupational Employment Statistics (OES) survey based. Public supply estimates are developed by Vocational Education for the State and the 28 vocational planning districts. Private supply estimates have been developed through the state private school licensing agency. The FLOICC and staff are actively involved in the development of the supply/demand report that matches supply and demand data and includes selected occupational characteristics information such as licensing/certification/registration requirements and wage data. These occupational characteristics provide an aid in the interpretation and use of the supply and demand data. FLOICC staff are involved in developing improved techniques for preparing supply/demand estimates and for interfacing and analyzing supply and information. Consistent with the Committee's approach, resulting advancements are used to improve existing member agency products.

The FLOICC has supported the development and operation a of career information delivery system (CIDS), having received a NOICC CIDS grant in FY 1980. The computerized CIDS component is CHOICES and is available in 56 sites. A toll-free number is also available to users. Daily Job Bank data are also included in the CIDS. In addition to CHOICES, Florida also operates the VIEW system, which provides career information on microfiche. Each of the FLOICC statutory agencies contributes $50,000 to the CIDS, highlighting the interagency commitment to the program.

The FLOICC is extremely active in providing training to users. As early as FY 1979, a statewide technical seminar was held on the FLorida Occupational Information System, while in FY 1980, training was provided to agency personnel including labor market analysts from the SESA. In FY 1981, eleven local technical seminars were held for CETA, vocational education, and other agency planners, administrators, and labor market analysts; and seven interagency training sessions were held for counselors.

The FLOICC serves as a clearinghouse to assist organizations and individuals in assessing occupational information. Activities include a monthly newsletter, a directory of resources, a request service and an extensive collection of relevant resources.

Improvements/Future Directions:

Over the last two years, the FLOICC has made improvements in the availability of supply estimates. In FY 1979, Florida produced supply estimates only for the State, while, as noted previously, supply information is now available for the State and 28 planning districts. Also, supply estimates, formerly restricted to public program output, now include estimates of private program output.

(Florida SOICC, con't)

The FLOICC is actively involved in improving student follow-up systems and data, both within the State and at the national level. FLOICC staff, working with CETA and vocational education in Florida, has developed and is testing procedures for identifying participants included in both the CETA and vocational education reporting systems. In Florida, over 90 percent of the CETA clients who receive occupational training are trained by vocational education. As a result, CETA plans to use follow-up information from vocational education for their planning. The FLOICC effort will also help to eliminate double counting between programs in the supply estimates. FLOICC has provided input to minimize duplication between agencies and has provided recommendations on how such data can be incorporated into an occupational information system.

A major improvement cited by the FLOICC has been in increased awareness by the member agencies of the Committee's role as a facilitator of occupational information systems (OIS) development rather than as the producer of the OIS. As a result, there has been increased interaction among the member agencies in the development of the information required for an OIS and in the planned dissemination of this information through member agency publication.

The FLOICC also has a grant from NOICC to establish and maintain a national resource collection of occupational and career information. In this capacity, the FLOICC serves as a national clearinghouse for documents related to the NOICC/SOICC network.

Fiscal year 1982 plans for the FLOICC include efforts to improve the overall OIS as well as the CIDS component. CETA will fund the SESA to undertake a feasibility study to include occupational identifiers on the unemployment insurance files that could provide useful follow-up information and other occupational data to CETA, vocational education, vocational rehabilitation, economic development, and employment security planners. The FLOICC will continue to work toward integrating estimates of private sector supply into the OIS supply estimates. On the demand side, the FLOICC will work with vocational education to study potential measures of agricultural employment to be included in estimates of demand. The SOICC will also explore the possibility of establishing a computerized occupational information system as a means of meeting the needs of planners and administrators. The FLOICC will continue to work toward integrating estimates of private sector suply into the OIS supply estimates. On the demand side, the FLOICC will work with vocational education to study potential measures of agricultural employment to be included in estimates of demand. The SOICC will also explore the possibility of establishing a computerized occupational information system as a means of meeting the needs of planners and administrators. The FLOICC plans to implement an Educational Institutional file of the CIDS in FY 1982 if funds are available. The FLOICC techical workshops will focus on increased local coordination of planning using occupational information among Voc Ed and CETA as well as other programs.

(Florida SOICC, con't)

Resources Produced by the Florida SOICC:

Agency Directors' Remarks (7/81)
Acronyms for Training, Employment and Education (3/81)
CHOICES Newsletter
Education and Training Supply From Independent...Schools...1976-1980
FLOICC Brochure
FLOICC 1981 Report
FLOIS II Evaluation Results
FLOIS III: Concept Paper
FLOIS III: An Interagency Network Approach
Florida Occupational Information Newsletter (monthly since 8/79 with annual indexes)
Florida OIS Evaluation: FY 1980-81
Florida OIS Report on 1980-81 Activities
Florida Postsecondary Education Program Data...Multiple Data Systems
Information Development Standards for the Florida CIDS
Major Occupations and Related Industries in Florida (9/80)
Occupational Characteristics Element: Florida OIS (9/80)
Occupational Demand Element: Florida OIS (9/80)
Occupational Connection: Facilitator's Guide
Occupational Information Mini-Library
Occupational Information Needs in Florida (1979-80)
Occupational Information Systems Training Package (3/81)
Occupational Interface: Florida OIS (3/81)
Occupational Supply Element: Florida OIS (9/80)
Rainbow of Resources: Directory of Occupational Information in Florida
Regulated Occupations in Florida (Catalog of) 9/80

Resources Sponsored by the Florida SOICC:

Available Sources of Information on the Handicapped in Florida
Bibliography of Job-Related Physical Capacities
Computer Occupational: Expanding Opportunities
Efforts to Obtain Food Stamps Data for the Department of HRS
Employment Earnings Inadequacy Index for Florida Alternate Hardship Measures
ES Applicant Population and Labor Turnover Quits and New Hire Rates
Handicapped Adults and the Florida Labor Force
Job-Related Physical Capacities Research Project
Plan to Improve Survey Response for Manufacturing and Hospital Surveys
Procedures for Designing Substate Regions to Conduct OES Surveys

Georgia SOICC

Status

The Georgia Occupational Information Coordinating Committee (GOICC) began developing its occupational information system through a user needs survey. Next, sources of occupational information were identified and contacted. User training sessions were held in the use of available information and its limitations. Through these sessions, a cooperative multi-agency effort was established.

(Georgia SOICC, con't)

The Georgia Department of Labor, Labor Market Information section produced and published, "Analysis of Occupational Supply and Demand in Georgia." It contains statewide data, a breakout of the six standard metropolitian

statistical areas (SMSAs) and 18 multi-county area planning and development commissions (ADPCs). The supply data is derived from various "industitutional" sources. Demand data contains an analysis of the 1982 industry and occpuational employment projection. Also discussed are average annual job openings between 1976 and 1982 as well as an identification of "high" demand occupations. These projection data are supplemented by current Employment Service job orders obtained from the Employment Security Automated Reporting System (ESARS). Through this continued coordinated effort, vocational education was able to produce and publish "A Planning Forecast for Vocational Education Occupational Needs/Demand."

The GOICC improved coverage of private postsecondary supply through the Governor's Committee on Postsecondary Education (an extended member of the GOICC) and the National Center of Education Statistics and its survey of postsecondary career schools. All of the GOICC member agencies (nine) and other groups are involved in the development of the published supply/demand product. Georgia is currently reviewing three existing Occupational Information Systems to select the best for the State.

Implementation of the Georgia Career Information System (GCIS) began in FY 1979. A two-year grant was obtained through NOICC and necessary matching funds were obtained from several state agencies. GCIS is currently operating in approximately 100 user sites and has been demonstrated to members of the State Board of Education and the Board of Regents. Funds have been requested in the Education Budget, as a line-item, for FY 1982.

The system is housed at Georgia State University in Atlanta, and was selected as the 1980 winner of the G. Theodore Mitan Award for Innovation and Change in Higher Education. The award was made by the American Association of State Colleges and Universities.

Other recent GOICC activities include presentations to the Georgia Advisory Council on Vocational Education; work with the rehabilitation agency and system adaptation to their guidance and program development for rehabilitation clients. Presentation and a working relationship has been established with Private Industry Councils (PICs).

A one-year pilot program has been initiated with the Atlanta Public Library for demonstration of the system on a micro-computer.

Improvements/Future Directions:

Prior to the establishment of the GOICC, occupational demand projections were made available although no corresponding supply data were compiled. Improved coordination between data producers and users should provide more accurate data than ever before. The development of a well constructed and defined system for Georgia will ensure better planning for training in the State.

(Georgia SOICC, con't)

Publications produced by the Georgia Education and Improvement Council and the Georgia Department of Labor (LMI section) are being expanded to provide sources of career/occupational information as well as licensing and certification.

Plans call for improved marketing of the Georgia Career Information System as well as an expansion of system content. Micro computer use is currently in beginning stages.

A new "Supply" publication is currently being printed. This document will provide updates and include additional data sources. GOICC will conduct periodic studies of users and potential user needs to determine what modifications and/or additions are needed to improve occupational and career information.

Resources Produced by the Georgia SOICC:

Georgia Occupational Information Survey
GOICC Brochure
GOICC Newsletter (bi-monthly)
Sources of Occupational and Labor Market Information in Georgia

Resources Sponsored by the Georgia SOICC:

Occupational Supply and Demand in Georgia
Tabloid-Education Beyond High School
Georgia LMI Directory
Planning Forecast for VOED

Hawaii SOICC

Status:

The Hawaii SOICC (HSOICC) has developed a comprehensive career information delivery system by providing leadership and coordinating the work of 14 agencies through nine funding sources. In its second year, Hawaii CIDS matched NOICC's $150,000 with $544,000 from other sources including permanent State funding. This level of coordination over two years has brought to realization a delivery system that offers young and adult career planners and job seekers a set of six information files which contain current, accurate and complete data needed for exploration and personal decision making. These file include:

Occupations	:	260 titles, 95% of Hawaii's labor force
Programs of Study:		140 programs in Hawaii
Local Schools and Colleges	:	125 local schools
National Schools and Colleges:		1,700 4-year/1,200 2-year schools
Community Resources	:	197 statewide visitation sites
Job Bank	:	weekly update of hundreds of job openings.

(Hawaii SOICC, con't)

Additionally, the system contains a questionnaire which inventories interests and abilities as a aid to exploring occupations.

Youth and adults (40,000) are being served by HCIDS on every island in Hawaii through 22 computer sites and 55 cardsort sites. During FY 1982, those figures will double as an additional computer is put into service along with three existing shared computers.

HSOICC is also developing a planning file of occupational supply/demand information. Initial applications of the file will be in the HCIDS as a subroutine in the occupational outlook statement for each title. The current planning information network develops occupational projections through the participation of HSOICC members. Demand projections are generated through the Hawaii SESA and supply is developed by the Office of the State Director for VOED.

Improvements/Future Directions:

Occupational employment planning will be the next major step affecting HSOICC's relationship to career and occupational information. In Hawaii, understanding of the interface of expected demand for jobs and the supply of workers will require greater strengthening. Through cooperative cooperation, a closer merger of labor market, occupational, and educational information can take place. Complete and timely information will be critical and will require moving from a manual to a computerized data base system of occupational employment planning information. One way this coordination and merger can take place is through HSOICC's endorsement and support of current coordination between OES and HCIDS. A complete picture, will depend upon the strengthening of supply information (VEDS, DOE, Enrollment Tables, ESARS, etc.)

The first product of this effort will be a more detailed supply/demand printout of both current and projected estimates by occupation within HCIDS. Instead of simplified qualitative outlook indicator like "balance," "surplus," "shortage," and etc., there will be specific number if the user desires. This approach has the advantage of indicating the relative size of the demand with a clear picture of potential work opportunities. Supply/demand data for agencies and organizations, both public and private, will eventually be compiled in one system.

Resources Produced by the Hawaii SOICC:

Supply: Job Opening and Occupational Transfers
Occupational Supply/Demand Outlook for Hawaii
Women: Career Awareness and 1985 Job Outlook
Career Choice Making: The Holland Wheel
Cost-Benefit Perspective on Occupational and Career Information
How Job Openings Occur
Matching Supply and Demand: Classification Structures 1981 Needs Survey
Hawaii's Economic Outlook and Occupational Information

(Hawaii SOICC, con't)

Career Information Week: Proceedings and Materials
Hawaii OIS Handbook: Analysis of Supply and Demand
Hawaii Occupational Information System Guide
Hawaii Occupational Information Source Handbook
Hawaii Occupational Information System (Vol. I-V)
Job Search Information on Developing Hawaii CIDS
Effective Use of Resources in Career Education
Pacific Occupational Information Project

Resources Sponsored by Hawaii SOICC:

OES Projections
Local OES Crosswalk

Idaho SOICC

Status:

The Idaho Career Information System, administered by the Idaho SOICC, became operational in May, 1981. Since then it has been well received by counselors, teachers and students throughout the State. The Idaho CIS is currently serving a majority of junior and senior high students in Idaho, a number of vocational users, postsecondary academic students, CETA clients, Job Service clients, corrections inmates, library clientele and many others.

There are three ways that information is delivered to users:

(1) Automated delivery - a computer terminal linked by telephone to a computer;
(2) Manual delivery - a needlesort card deck backed by information books; and
(3) Microcomputer - includes a floppy disk and information manuals.

The products of the Idaho Career Information System include a number of localized files:

(1) DESC - 288 occupational descriptions localized to Idaho including wages, employment and outlook;
(2) PREP - each occuaptional description includes a narrative on how to prepare for that occupation;
(3) PROG - 135 programs of study and training including a list of schools by area that offer these programs;
(4) SCH - 65 topics of information on 59 Idaho schools and 14 selected out-of-State schools in the region; and
(5) FINAID - information about loans, grants, and scholarships and how to obtain them.

(Idaho SOICC, con't)

Improvements/Future Directions:

In addition to career information, the Idaho SOICC through the Idaho CIS plans to offer on-line supply/demand information to program planners and administrators who are in a position to make planning decision for occupational training programs in Idaho.. This package will contain three files:

The occupational data file will address the need planners have for understandable technical data related to specific occupations in question. The information in this file will include, in addition to the information link between technical data sources and those making planning decisions. The data provided will be used in conjunction with our occupational descriptions as a major source of information for the analysis component of the planning process.

The information reference file will serve as a bibliography or directory of technical data sources. It could be used by program planners, administrators, counselors and the more sophisticated CIS users as a reference for additional information. It is extremely compatible with existing data gathering activities of the Idaho CIS. Individual sources will be reviewed and a profile of data sources developed which might include content, author, periodicity, geographic applicability and source. This file could be maintained by existing information analysts during their normal review process.

The current data file will include the current status of labor market statistics and their recent trends. This file will be designed to meet the needs that administrators and planners have for current economic data that impacts on program planning as well as provides a single source for previously scattered information with on-line access. Examples of related economic data include: labor force information such as employment by industry and the unemployment rate, the consumer price index, selected leading and coinciding indicators, population, and employment service job openings. This file will eliminate the process of examining volumes of published reports for simple data needs. It will also be the most work to maintain because new data will need to be gathered, formatted and loaded into the computer each month. In addition, cooperative relationships will have to be established with those responsible for the data programs to ensure the orderly transfer of information on a timely basis. For this reason, the first two data files will probably be developed prior to the current data file.

The usage of these three files should significantly improve the ability of planners and administrators to make informed planning decision for Idaho.

Resources Produced by the Idaho SOICC:

Idaho Career Information System
Idaho Career Information System Feasibility Study
Idaho Career Information System Training Manual
Idaho Career Information System Brochure
Idaho SOICC Brochure
Labor Force Supply in Idaho: 1980 Survey
Occupational Information for Idaho
Programs of Study and training
School Information-Idaho Post-secondary Schools

Status:

The Illinois SOICC produced a supply/demand product for the State and the four largest SMSAs. The projections of occupational demand are Census based. Three major sources of trained supply are included in the product. Program follow-up data is used to estimate the number of completers actually available. The SOICC also uses two other items from the follow-up data: the percentage of program completers employed in a related field and the percentage unemployed, along with the supply/demand data to assign a priority rating to vocational programs offered in Illinois. This rating is used as a factor in the annual planning process. The SOICC improved coverage of private postsecondary supply through coordination with the National Center for Education Statistics and by obtaining the data from WESTAT, the contractor for the Postsecondary Career School Survey.

Design of the Illinois Career Information System (HORIZONS) was finalized and implementation began during FY 1981 with funding of $300,000 from the Illinois Department of Commerce and Community Affairs (the State CETA agency). It is operating at two community colleges, three CETA linkage projects and at all 54 Department of Rehabilitation Services sites that already maintained computer terminals for on-line access. In addition, the CETA agency has provided $200,000 for development of OES survey-based projections for sub-State areas, an ongoing research effort by the Employment Security agency. That agency also provided funds to obtain tabulations on the demongraphic and occupational characteristics of Job Service registrants and Unemployment Insurance claimants. All of the SOICC member agencies, as well as the State planning agency and economic development planners are involved in the development of the published supply and demand product. Also, the State Employment and Training Council was involved in review of the design and development of the Career Information Delivery System. Other recent SOICC activities include work with the rehabilitation agency to update their client files making it more compatible with other SOICC agency systems and thus facilitating interagency communication and coordination. The 54 local rehabilitation offices were also provided with on-line computerized access to worker trait information for the occupationals in the Dictionary of Occupational Titles. This information is useful in guidance and program development for rehabilitation clients. A data base was formed using client information from some SOICC member agencies that is designed to cover the March 30, 1980, date of the latest Census, so studies using Census data can be augmented by detailed State data on specific agency populations and client characteristics for a comparable time period.

Improvements/Future Directions:

Future plans include continued improvement of the supply/demand product by preparing supply and demand information by region using the Missouri OIS software, updating the private postsecondary supply data and the school file in the career information system. Research will be continued on the development of sub-state Occupational Employment Statistics (OES) projections.

(Illinois SOICC, con't)

In addition, the IOICC is working on a project to improve the methodology for projection occupational supply. These efforts seek to assure that better and more extensive coverage of training programs in the State can be provided in the supply/demand product by sub-state regions. Plans to expand the Career Information System include the addition of two new files, one containing Job Bank Data, and the other with information on Illinois employers. Site expansion is also planned after the pilot stage has been completed to increase the number of ES and CETA offices served, and to add secondary schools, community colleges and correctional facilities to the CIDS service network.

Resources Produced by the Illinois SOICC:

Detailed Statistical Report: Illinois Occupational Information Needs Study
Focus on Agencies & Assignment: Illinois Occupational Information Needs Study
Focus of Unmet Needs for Characteristics: Illinois Occupational Information Needs Study
General Summary Report: Illinois Occupational Information Needs Study
Illinois HORIZONS Brochure
Illinois Department of Rehabilitation Implementation Plan for DISCOVER... In Conjunction with the Illinois SOICC
Illinois SOICC Brochure
Occupational Mobility Patterns of Teachers....
QUEST Questionnaire
SOICC's and Economic Development
Occupational Information Sources in Illinois

Resources Sponsored by the Illinois SOICC:

CIS Exploring Careers: Adopted for PLATO
Occuaption Specification System-Instruction/Reference Manual

Indiana SOICC

Status:

The Indiana Occupational Information Coordinating Committee (INDOICC) has been operational for almost two years. Among the objectives accomplished by the INDOICC during this period have been the following:

Exchange of Occupational Information. One of the first objectives accomplished by INDOICC was the dissemination of occupational information. The Statutory Council and the expanded Advisory Council serve as vehicles for the interchange of information among agencies and institutions as the data are developed.

INDOICC Newsletter. The INDOICC Newsletter which is published quarterly, is distributed to over 7,000 persons in vocational education, employment security, CETA, Prime Sponsors, PICs, as well as other interested persons in occupational information. The Newsletter has made the awareness of available occupational information more visible throughout the state and has created an expanded demand from the producers of this information.

(Indiana SOICC con't)

INDOICC Information Series: This series was developed from information provide by the statuatory and advisory council members. Information of significance is mailed to these groups plus other interested parties.

Labor Market Information Sourcebook. To further expand the knowledge of the sources of occupational information and to aid in the use of this information INDOICC has contracted for the development of a Labor Market Information Sourcebook. The Sourcebook, which may be published under another title, is being developed by the Institute of Applied Economics, School of Community Services North Texas State University. The Sourcebook will contain two innovative features: (1) the development of the publication with updating possibilities to be determined by the producers of the information sources whenever such revisions are determined necessary regarding the currency of the data being released; and (2) the Sourcebook will be introduced through a training conference put on by the producers and will emphasize methods of using the various labor market information products.

Interagency Cooperation. INDOICC, through the meetings of the Statutory and Advisory Councils, has provided a mechanism for various State agencies and other institutions to develop cooperative projects through the contacts made at the regular monthly meetings.

Training by INDOICC. INDOICC, through its director, has been able to offer training to a variety of agencies and organizations in the availability and use of occuaptional information. Also, training has been provided to introduce the Standard Occupational Classification (SOC) system both for producers of occupational data as well as users of such information. INDOICC has also provided training in the availability and use of labor market information that is directly related to occupational information. Through these contacts, INDOICC has been able to make suggestions regarding the improvement of labor market information so that it may more nearly meet the needs of the diversity of users.

Career Information Delivery System (CIDS). In Indiana, the development of a CIDS has started prior to INDOICC's inception. The Indiana system is known as the Training and Educational Data Service (TEDS). Originally, TEDS was developed with more limited objective rather than those proposed in CIDS as encouraged by NOICC. Through INDOICC's contact with TEDS, the objectives and scope of information to be contained in this sytem was greatly expanded. The inclusion of supply and demand information as well as local information by the various economic regions of the state was developed through the suggestions of INDOICC. A strong cooperative arrangement was developed between TEDS and INDOICC. The Executive and Advisory Councils of INDOICC serve as the Technical Steering Committee for TEDS. INDOICC was asked to develop the list of the first 250 occuaptions that contain localized supply/demand and wage/salary information by the 14 economic regions of the state. INDOICC, through its Newsletter and other contacts, promotes, encourages and supports the acceptance of TEDS as the most comprehensive career information system available in Indiana.

(Indiana SOICC, con't)

Improvements/Future Directions:

Occupational Information System (OIS). A primary objective of INDIOCC is the continued development of an Occupational Information System in the State. Among the issues to be determined will be the development of a supply/demand publication. A prototype is currently being developed to determine the availability of the necessary components for inclusion in this product. A survey of the availability of computer systems that can handle the data requirements will be made and a decision as to the methods of producing this data will be a priority in FY 1982.

Printing of Labor Market Information Sourcebook. The printing and distribution of the Labor Market Information Sourcebook is also a FY 1982 priority. As stated among the accomplishments is the development of this publication and the strong emphasis in the training of the use of the publication. In addition to the contracted training to be provided by the Sourcebook producer, additional conference sites throughout the State will serve to introduce the Sourcebook to other possible users.

Occupational Lists for TEDS. An objective for FY 1982 is the selection and development of the second 250 occupations to have localized information in the TEDS system.

Resources Prroduced by the Indiana SOICC:

INDOICC Information Series
INDOICC Newsletter
Labor Market Information Sourcebook

Iowa SOICC

Status:

The role of the Iowa SOICC with regard to supply/demand information is somewhat different from that in other states in that two of the SOICC member agencies produce supply/demand products and had done so prior to the formation of the SOICC. The Iowa Department of Job Service publishes a product using the Census-based projections of occupational demand, as well as one that compares Job Service applicants to listed opening data. Vocational education has a system known as Career Education Needs Information System (CENIS), that relies on an employer-based survey for demand information.

The SOICC has focused its efforts in this area on unmet needs and improvements of two major OIS components. One effort is SOICC funding of the Occupational Employment Statistics (OES) survey to develop more reliable, detailed and current data for the demand component. This first complete survey round was completed in December, 1981. The current supply/demand products also have serious gaps in the coverage of the supply component. The eventual goal of the SOICC is to eliminate duplication of effort by taking the best features from the existing systems and enhancing these with improved data components to produce a single product that will meet all user needs.

(Iowa SOICC, con't)

Another emphasis of the SOICC has been on meeting the specific needs of CETA in the State of Iowa. A number of SOICC projects have been funded by CETA for specific services of products. One project involved a contract to develop an Iowa Econometric Model capable of producing short-term employment forcests for sub-State areas. Economic analysis of these results was also funded. The SOICC is extensively involved in providing the labor market and occupational information needed for the CETA master and annual plans for each prime sponsor. The SOICC was instrumental in assembling a number of relevant data sources useful to CETA planners and also reformed data, where necessary, to conform to the appropriate sub-state areas. Training in the use of these information sources was provided to CETA planners and Job Service economists. Through this process, the various Prime Sponsors in Iowa now have a consistent, coherent planning process in which each has access to and uses the same comprehensive sources of information. The data also is formatted in such a way that data from individual Prime Sponsor plans can be aggregated to a State total for overall, coordinated planning and assessment of efforts to meet employment and training needs in Iowa. An Employment Counseling Handbook is also in development for use by CETA. In FY 1981, CETA provided some $178,000 to SOICC for specific projects, the anticipated level for FY 1982 is $130,000.

The SOICC has worked with several agencies on the issue of improving the supply data component. These efforts include involvement with vocational education on the development of VEDS, work on computerization of the HEGIS survey, and with both CETA and vocational rehabilitation on redesign of their respective management information systems.

Iowa also has a pre-existing Career Information System of Iowa (CISI), that was originally developed by the Department of Public Instruction and that served nearly 95 percent of the State's educational institutions. The SOICC obtained a NOICC/CIDS grant in order to enhance the system and expand it to serve other state agencies including Employment Security, vocational rehabilitation offices, and CETA Prime Sponsors. At present, the system is in place at more than 800 sites, roughly 600 of these are educational institutions and the remaining ones are the added state agency sites.

A 32-page career tabloid, The Source: Jobs and Careers in Iowa, was recently published by the SOICC. It was extensively distributed throughout the State and is designed to serve all Iowans involved in the job search or career decision-making process. The need for such a publication was identified by the SOICC's technical advisory group. CETA specifically cited sucy a product as a necessary to improve service to CETA clients in the State and each Iowa Prime Sponsor contributed to the tabloid's funding.

(Iowa SOICC, con't)

Improvements/Future Directions:

Future plans include the production of an improved supply/demand product using OES survey-based projections, and the continued expansion of the career information system to additional users. Funding in currently being sought for a survey of agriculatural employment (which is not covered by the OES survey) since agriculture is a significant economic factor in Iowa. Further analysis of the feasibility of instituting the econometric model for both short and long-term occupational forecasting is another goal. The SOICC is also working on a 16-site training program on the sources and uses of occupational information that is designed to reach two thirds of the high school counselors in the State. A Job Fair is also planned for FY 1982. ISOICC has developed computer programs for processing occupational crosswalks and will provide technical assistance and training in their use during FY 1982.

Resources Produced by the Iowa SOICC:

Abbreviations and Acronyms
CETA Contract: Econometric Model -- Staff
CETA Contract: Economic Analysis
CETA Contract: Iowa Econometric Model
CETA Grant: Iowa Occupational Information Network
CETA Prime Sponsors: Addendum to Special Report
CETA Prime Sponsors: Special Report
Education Respondents: Iowa Occupational Information Survey
Employment Counseling Handbook -- Pilot Project
Iowa Department of Job Service: Special Report
Iowa SOICC Annual Summary
Iowa SOICC Brochure
ISOICC Newsletter (bi-montly)
Labor Demand in Iowa: Technical Paper
Michellaneous Agencies Using the Career Information System of Iowa
Occupational Information Network: CETA Contract
Occupational Information Sources (Directory of)
Occupational Information Users: Special Report
OIN
Overvies of an Occupational Information Network
PROCESS User Handbook 1981-82
Translation of Occupational Information
Translation Project: Articles
Vocational Rehabilitation: Special Report
Directory of Occuaptional Information Sources

Resoruces Sponsored by the Iowa SOICC:

Programs and Services for Adults for Iowa Postsecondary Education Institutions
Job Seeking Skills Handbook
Programs and Services for Adults in Iowa
Directory of Occupational Information Sources

KANSAS SOICC

Status:

The Kansas SOICC is organized according to its resources within the State, and to what activities needed to be undertaken to direct the State toward a fully functioning Occupational Information System (OIS). The SOICC, for all practical purposes, started from scratch lacking vital delivery systems and data resources.

The first action was to initiate an Occupational Employment Statistics (OES) program to produce, over three years, estaimates of demand. Contracts and interagency agreements were established whereby the program was assured of at least three years of full funding totalling approximately $240,000. Estimates of current occupational levels as well as projections would be prepared. Participating agencies included KOICC, vocational education, CETA Special Grants, Balance-of-State CETA, and the Bureau of Labor Statistics Regional Office in Kansas City.

The second major action was to seek a NOICC Career Information Delivery System (CIDS) grant to initiate a program in Kansas. At that time, no organized career guidance system was in statewide operation, not even VIEW. Based upon an advisory panel's recommendation, Kansas proposed to establish an ongoing CIDS operation with an extraordinary innovation. Kansas promised to develop a microcomputer package to be called KANSAS CAREERS. Kansas was awarded a NOICC grant, and in the spring of 1981, comprehensive packages were tested and run on both Radio Shack and Apple microcomputers successfully. A micro-delivered guidance program with 300 Kansas occupations was now available to the State's citizens at a very economical cost. Participating agencies to the NOICC grant were KOICC, CETA Special Grants, Board of Regents and the State Department of Education.

As no mainframe systems were operating across several state agencies and as Kansas is such a large state to cover with telephone call access, the Kansas SOICC examined alternatives to mainframe delivery of occupational information. Publications were developed that provide an inventory of LMI and training resources, as well as licensing requirements. A user needs survey was subcontracted to the Unviersity of Kansas for implementation, tallying the responses from 600 administrators, planners, counselors and interviewers. A statewide Governor's Conference on Occupational and Labor Market Information was sponsored by KOICC to increase awareness and understanding of the field. Small regional workshops were organized across the State to provide for the needs of local users.

Improvements/Future Directions:

Plans for the future include consolidation of the data bases and delivery systems started by KOICC into a fully functioning OIS. Building upon the ES Report to Vocational Education, a KOICC task force will add CETA, HEGIS, and Rehabiliation data to form a supply/demand interface. Combined with migration data from the University of Kansas, and with VEDS follow-up, KCICC will factor the interface to more realistically measure true program impact from training supply.

(Kansas SOICC, con't)

Initially, the interface will be disseminated in published form. KOICC will be seeking grants to implement the interface onto microcomputers in a companion venture with the CIDS grant. When complete, virtually all users will have economical access to career and occupational information on a continuing basis. Site expansion is geared toward a goal of half the public school districts, urban CETA and rehabilitations centers, area vocational-technical schools, and community-based organizations. Published data will be available for offices unable to utilize microdelivery.

Resources Produced by the Kansas SOICC:

Kansas Source Book of Labor Market and Occupational Information
User Needs Survey
Kansas Conference on Occupational and LMI
KOICC Newsletters
Occuaptional Information Resource Guide

Resource Sponsored by the Kansas SOICC:

OES Federal Staffing Patterns
OES Hospital Staffing Patterns
OES Manufacturing Staffing Patterns
Plan to Improve OES Survey Response by Toll Free Telephone
Kansas Careers - Mental and Physical Demands of Occupations
Summary of User Responses to Micro-Kansas Careers
Kansas Careers Workbook
Kansas Careers Counselors Manual
Kansas Careers Newsletters

KENTUCKY SOICC

Status:

A key feature of the Kentucky SOICC's approach to developing an occupational information system has been the establishment of a series of fifteen workshops held every year. These workshops were initially used to foster a cooperative multi-agency effort to improve the development and utilization of occupational information. They were also used as a means of ascertaining the needs of users and for increasing interagency, State, and local coordination. In addition to these functions, the workshops also provide the vehicle for training users in the use of available information and in the limitations of the data. The workshops serve as the foundation for the SOICC network and as its sounding board.

The Kentucky employment service produces and publishes the occupational demand projections for the State and for 15 Area Development Districts (ADD) that have been established by the state. Supply estimates are prepared and published by the SOICC for the same areas. The Kentucky SOICC, with cooperation of the member agencies, publishes a supply/demand interface entitled: Education and Training Supply-Demand, Projected Job Openings. This publication matches occupational supply and demand for the State and each of the 15 planning districts and is intended to meet the needs of planners and administrators in CETA, vocational education, rehabilitation, employment security, and other agencies and programs. It was jointly funded through CETA Special Governor's Title II funds and SOICC Basic Assistance Grant funds from the NOICC.

(Kentucky SOICC, con't)

Kentucky has also initiated several efforts to meet the needs of persons engaged in career exploration. The Kentucky SOICC and member agencies prepared and distributed a directory of schools that offer occupational and career training programs below the baccalaureate level. Kentucky has also completed a survey of known national trade associations and organizations to determine what types of free resource materials are available to interested individuals to assist them in making occupational choices. The results of this survey were published in the Fall 1981 issue of the Kentucky SOICC newsletter. The listing is arranged by occupation and includes the title of the available materials and the name/agency/address of the data producer. The Kentucky SOICC has also prepared a detailed proposal to establish a Career Information Delivery System.

Improvements/Future Directions:

A major improvement has been the development of supply estimates through the coordination of the SOICC. Prior to the establishment of the SOICC, occupational demand projections were produced, but no corresponding supply data were compiled. In 1980, the SOICC published Supply Data Potential Entrants into the Labor Force, which for the first time brought together supply data from a variety of sources including higher education, vocational education, CETA, proprietary schools, unemployment insurance, private institutions, and apprenticeship and training. Kentucky moved forward in 1981 when it published a supply/demand report that interfaced occupational demand with supply—the first time that such a match was prepared in Kentucky.

Plans for FY 1982 include another round of workshops and improvements in the supply estimates, as well as a 1982 version of the supply/demand publication. The SOICC is also planning to publish a directory of occupations requiring licenses or certification. The publication will include brief occupational descriptions as well as educational, testing, and other requirements that must be met to qualify for the certification or license.

Resources Produced by the Kentucky SOICC:

Establishment of the Kentucky CIDS
Kentucky Community (quarterly)
Kentucky Supply/Demand by VOED Regions and ADD Planning Areas
Schools Offering Occupational and Career Training Program - 1980 and 1981
Vital Components in the Kentucky OIS
Supply Data - 1980
Kentucky OIS and SOC Problem
Free Career Materials for National Trade Assocations and Organizations
Inventory Assessment of Existing State Owned Computers
Sites for Dissemination of OIS and CIDS

(Kentucky SOICC, con't)

Resources Sponsored by the Kentucky SOICC:

Civilian Labor Force by Sub-State Planning Areas
Kentucky Planning Data for VOED and Manpower Training by Sub-state Areas -1981
Educational Information Center (Toll Force Statewide Telepone Information Service)

LOUISIANA SOICC

Status:

Louisiana, after a careful study made by representatives of those agencies and programs involved in helping individuals make career decisions and secure meaningful jobs, selected the Guidance Information System (GIS) as its Career Information Delivery System (CIDS) software package. The Louisiana SOICC then made arrangements for funding. After approval was obtained, the GIS pilot began on April 1, 1981 in thirteen sites in Louisiana. Each site uses the equipment and software for three months after which the sites are changed to allow for a greater cross section of locations. Sites include high schools, libraries, universities, vocational-technical schools, employment security offcies, WIN offices and vocational rehabilitation offices.

Currently, the information contained in the GIS includes: 1) Occupational information; 2) two-year college information; 3) four-year colleges information; 4) graduate school information; 5) financial aid information; and 6) Armed Services occupational information.

Additionally where possible and applicable, computer hard copy printouts or the Employment Security Job Bank open order book are made available to selected sites for possible job referral and placement. An evaluation will be made of the pilot involved that will be used to determine future permanent sites for the program.

The Louisiana SOICC has subcontracted with the Governmental Services Institute of Louisiana State University to gather and computerize the employment and training supply/demand data. This grant is funded through Governor's Special (4%) grant monies. Supply data should be ready in hard copy by the latter part of the fiscal year. Demand data will be gathered during the rest of the calendar year. the finalization of this project is scheduled for December 1983.

The Louisiana SOICC has prepared a handbook on Licensed Occupations in Louisiana. This handbook contains a complete description of every occupation requiring a license with details describing the requirement to obtain each.

A quarterly newsletter is also published by the Louisiana SOICC. This publication contains information concerning occupational supply/demand, future plans of SOICC, current and new information on career guidance and other items of interest to those in the occupational information and career guidance fields.

(Louisiana SOICC, con't)

Present funding for Louisiana SOICC is provided by a NOICC Basic Assistance Grant and the Governor's Special Grant (4%) funds. Future funding sources are being investigated with hopes of obtaining some funding directly from the State Legislature.

Improvements/Future Directions:

Plans for the future include completion of the supply/demand component and its integration into the GIS, input of the Occupational Employment Statistics (OES) into the GIS, and input of employment information (Job Bank open order book) into the GIS. It is also planned that localized OIS - GIS information will be incorporated into the system. Once the CIDS and the OIS are in place, it is planned that each will be expanded until user agencies have a complete statewide system. There will be a continual update of the supply/demand information for the OIS so that both long and short-range planning can be accomplished by all user agencies involved.

Resources Produced by the Louisiana SOICC:

Louisiana Look (quarterly)
Louisiana SOICC Brochure
Occupational Information Needs Assessment Survey
Licensed Occupations in Louisiana
Sources and Location of Occupational and Labor Market Information in Louisiana

MAINE SOICC

Status:

The Maine Occupational Information Coordinating Committee (MOICC) has achieved the following major accomplishments since 1979:

(1) It has implemented a computerized guidance information system, called the Career Information Delivery System, at 100 sites across the State. These sites are comprised of schools, CETA offices, the State University campuses, correctional institutions, vocational rehabilitation offices and Job Service offices. This system is designed to make available, timely and accurate occupational, training, educational and financial aid information to Maine citizens faced with decision about pursuing careers. Between January and June of 1981, over 25,000 students, clients, and/or citizens of the State have accessed the system through computer terminals located at each of the 100 sites.

(2) In support of this computerized network, MOICC staff held 35 training and follow-up sessions with site personnel during FY 1981. The purpose of these training sessions was to ensure that counselors were taking full advantage of the system and were incorporating it as as integral tool in providing career information to students and clients. This on-going technical support was a major factor in the successful implementation of the CIDS network.

(Maine SOICC, con't)

(3) During FY 1981, Maine was selected as one of four states to field test a training program entitled "Improved Career Decision Making," (ICDM). A major factor leading to the selection of Maine as on of the four pilot states was the extensive relationship that MOICC has developed with counselors from various settings through the CIDS network.

The project was developed through funds from the Labor Market Information Division of the Employment and Training Administration in Washington, D.C. The goals of the project are to train counselors how to use available labor market information to facilitate and improve the career decision making and job search endeavor of in-school youths and agency clients.

(4) In order to ensure a positive long-term effect upon the general population of the State, the MOICC has entered into a grant award agreement with the University of Maine at Orono. The purpose of the grant is to provide seed money to the University so that both the counselor education and teacher preparation programs can be restructured to include credit courses in career information and its impact upon the counseling and teaching process. In exposing prospective teachers and counselors to the field of career information, these individuals will be better prepared to meet the information needs of their students and clients.

(5) The MOICC has also developed and implemented a computerized Occupational Information System for program planners. The system allows agencies to access a common occuaptional data base and eliminates the need for planners to develop their own duplicative cross walks, in order to utilize the occupational data produced by a number of state agencies. The OIS developed by the MOICC is unique in that it is interactive, resulting in virtually instantaneous response to a planner's occupational information needs. The system has received both national and international acclaim, and is currently being considered in Washington as the prototype system to be implemented in other State Occupational Information Coordinating Committees. The OIS has been demonstrated to key legislative personnel as well as key program personnel at both the Federal and State levels.

(6) In keeping with its mandate to eliminate costly duplication, the MOICC has contracted with the State Development Office to develop an economic data system for the economic development community and to include it as part of the OIS system. The economic data system will include information much needed by economic developers to attract more businesses to Maine.

All of these efforts undertaken by the MOICC have had the same overall goal, which is to meet the common data needs of individuals having to make career decisions, counselors who must assist students and clients in the decision making process, and program planners who must decide where to invest scarce training dollars on the basis of the best available occupational information.

(Maine SOICC, con't)

A better informed population is more productive, and the result of all the various initiatives undertaken by the MOICC has impacted directly upon different segments of the population. Through the Career Information Delivery System, MOICC has provided an informational tool that has vastly improved guidance services in many Maine schools. Counselors have been trained in the more effective use of labor market information to improve the decision-making abilities of their students and clients. Program planners have also been provided, through OIS, with access to a common data base from which to extract the information needed to develop training programs in tune with the needs of the State's economy. All of these accomplishments could not have been possible without the committment on the part of the MOICC's member agencies to cooperate and develop systems that meet the common occupational information needs of Maine's population.

Improvements/Future Directions:

During the rest of this term, MOICC hopes to expand the CIDS from the current 100 sites to over 200 sites, so that as many students and agency clients as possible in the State can have available to them, accurate and timely information to meet their career decision making needs.

In terms of the OIS for Program Planners, MOICC's major thrust will be in training and technical assistance so that these individuals become throughly proficient in the use of the system. Concurrently, MOICC will be refining and modifying the system as needs and resources become available.

Another major thrust will be close collaboration with the University System to restructure both counselor and teacher preparation programs to include exposure to occupational and labor market information. By approaching these preparation program and introducing prospective teachers and counselors to these information sources and their utilization in classrooms and guidance offices, future generations of students in Maine will be able to make better informed career decisions.

Finally, the completion of a computerized economic development data base for the State Development Office will provide a very powerful tool to assist the State Development Office as well as local economic development agencies in attracting industries into Maine.

Resources Produced by the Maine SOICC:

Marketing Booklet and Flyer for MOICC Microfiche System
Newsletter: The CIDS Update
OIS User Operating Manual
Maine Job Bank File

Resources Sponsored by the Maine SOICC:

Informational Brochures for Schools, Job Service Offices, CETA Offices, VOREHAB Offices, and Correctional Institutions

(Maine SOICC, con't)

CIDS Audio-Visual Film Strips
- Marketing
- Training CIDS Users
- Briefing CIDS policy makers and administrators

The Work/Education Quarterly
Maine State Information Files Users Guide
CIDS Program Curriculum Guides for secondary schools, VOREHAB, post-secondary education, and employment and training
CIDS-The Maine Job Shadowing Guide
CIDS-The Peer Facilitator's Handbook
CIDS-The Career Planner
The Counselors Guide to Use the Microfiche System
Microfiche System: Search Handbook and Worksheets
Alphabitical List of Occupations in the Microfiche System
The Career Cluster Index

MARYLAND SOICC

Status:

The SOICC of Maryland has approached occupational information system development in two phases. The first phase, the implementation of a career information delivery system, is well underway. As of October 1981, the microfiche version of the Information Network for Occupational Resources in Maryland (INFORM) will be in place at 600 user sites around the State including public secondary schools, vocational rehabilitation offices, 2 and 4 year colleges and universities, public libraries, Employment Service offices and CETA program locations. When complete, the system will contain information on more than 1,500 job titles, as well as on all colleges, universities, proprietary schools, vocational education programs, adult education programs, and other employment and training programs in Maryland.

Besides microfiche, the system will be available on computer terminal and in a printed version. To further enhance delivery, the occupational, educational and financial aid searches will be available for the microcomputer to be used with any of the other delivery modes. All user sites will receive training in how to use the system and will become part of the State's INFORM network. Funding for INFORM has been provided by NOICC, SOICC of Maryland, the Training and Employment Office of the Maryland Department of Human Resources, the State Board for Higher Education, and the Divisions of Instruction, Library Development and Services and Vocational/Technical Education and Vocational Rehabilitation of the Maryland State Department of Education.

As a corollary to the implementation of INFORM, the SOICC successfully mounted a training program to familiarize counselors from a variety of work settings with labor market and occupational information using ETA/LMI Division ICDM (Improved Career Decision Making) funds. Approximately 150 counselors were provided an indepth introduction to labor market information useful in a counseling setting. This type of training will be extended to other counselors and to persons involved in instruction and curriculum development during the coming year.

(Maryland SOICC, con't)

A second phase of occupational information system development and implementation --a system to aid planners and administrators--began in FY 1981. A technical inventory of 13 systems containing primary occupational data was completed, in addition to discussion papers on models for a planning information system in Maryland. The SOICC also developed a Users' Guide to Occupational Information in Maryland and a Directory of Occupational Information Contacts, and gave fiscal support to the Employment Security Research and Analysis Unit's Project LOOK, designed to produce OES-based substate occupational demand projections. As a result of these activities and others, the SOICC will develop detailed specifications for a planning system for the State.

Improvements/Future Directions:

Because SOICC of Maryland is working toward a common data base that will allow for the development of a comprehensive, integrated employment and training service delivery system, the Committee is working within an integragency framework on a variety of projects. With the State Advisory Council on Vocational Education, the State Employment and Training Council, and the Maryland Apprenticeship and Training Council, the SOICC is involved in a three-part project that should result in recommendations to the State's chief policy makers on improvements to the employment and training system in Maryland. The SOICC's portion of the project is to compile a directory of employment and training resources in the State. Besides being a useful reference tool, this directory will serve as the information base for the development of the training resources file on INFORM and as a data base on occupational supply sources in the State.

In addition, the SOICC will launch an effort to develop a statewide action plan for career information delivery. This activity will delineate the roles and responsibilities of all the various agencies in the State that are involved with providing career information to users.

Thus the SOICC of Maryland is helping to foster major improvements in the areas of career information delivery, occupational demand projections, occupational supply source identification, and user familiarity with information sources. In FY 1982, the SOICC should finalize plans for a system to serve the needs of the State's employment, training, and education planners and administrators.

Resources Produced by the Maryland SOICC:

Directory of Occupational Information Contacts in Maryland
Technical Inventory of Occupational Information in Maryland
Users' Guide to Occupational Information in Maryland
SOICC Fact Sheet
CIDS Scope of Work (Years 1, 2, and 3)
OIS Discussion Papers
Detailed Specifications for a CIDS for Maryland (RFP Package)

(Maryland SOICC, cont'd)

Resources Sponsored by the Maryland SOICC:

Project INFORM, the Maryland Career Information Delivery System
Guide for Preparing Maryland Occupational Descriptions
Project LOOK
Youth Report
INFORM Brochure
INFORM Training Manual
INFORM Newsletter
INFORM Marketing Plan
Organizing and Managing the INFORM Advisory Committee
Model for Computer Based Dissemination of Career Information
Project LOOK - Local Occupational Outlook
LOOK Final Report

MASSACHUSETTS SOICC

Status:

The Massachusetts OIS has two related, yet distinct elements. The first is a network of interrelated programs and activities conducted by the MOICC member agencies and the MOICC staff. The second element is the State CIDS that is run by MOIS (Massachusetts Occupational Information System), a private non-profit corporation. The CIDS includes all the information available through the MOICC member agencies, as well as additional supplementary information that MOIS develops. Efforts are directed primarily toward students, counselors and other individuals engaged in career counseling. The MOIS data base is a comprehensive one and is currently accessed by 280 different users, including schools, CETA sponsors, DES WIN offices and other public and private social service agencies.

The segment of the OIS devoted toward meeting the needs of planners and administrators results in the annual publication of supply/demand planning packages for all CETA and vocational education areas in the State. In FY 1981, two employer surveys were conducted by MOICC member agencies and the survey results provided more detailed occupational characteristics information on selected high demand occupations in the State. Other supplemental publications include, High Demand Occupations in Massachusetts - 1981, which was designed to provide a hard-copy supplement to other information available through the CIDS and; a brochure describing the results of a short survey on the availability of occupational skill training programs in the State. The information in the brochure was also disseminated through the CIDS and the State EIC (Educational Information Center).

Training of users is routinely conducted on at least an annual basis, in conjunction with the dissemination of the CETA and vocational education supply and demand planning packages. Additionally, MOICC has also sponsored two annual conferences on the use, availability and other issues regarding local employer surveys.

(Massachusetts SOICC, con't)

Improvements/Future Directions:

MOICC plans to emphasize the refinement of the supply/demand planning packages in FY 1982 by developing and utilizing the capability to match current supply and demand data at the local level. In addition, a major effort will be undertaken to fully utilize the information contained in the 1980 OES survey based matrix. This data source will be used to develop occupational/industry staffing patterns for the State and for substate areas. The matrix data will also be used to update the Job Developer's Guide that was published several years ago using earlier OES data. Special employer surveys will conducted by the MOICC member agencies to provide supplemental information on important occupational categories and MOICC will continue its efforts to coordinate local employer survey activity. Supplemental publications planned by MOICC include a summary occupational information directory and a digest of private and public training institutions in the State.

Although details have not been finalized, MOICC will work closely with the Bay State Skills Corporation (BSSC) in FY 1982. The BSSC was established by the state legislature and has been mandated to (among other things) develop and disseminate occupational supply/demand information. It is envisioned that the BSSC, along with MOICC and the EIC, will achieve more effective results in consolidating the development and use of occupational information.

Resources Produced by the Massachusetts SOICC:

Analysis of Selected High Net Demand Occupations
Fifty High Demand Occupations in Massachusetts — 1981
High Demand Occupations in Massachusetts
Occupational Training Opportunities in Massachusetts

Resources Sponsored by the Massachusetts SOICC:

Methodology to Estimate the Institutional Supply of Labor from CETA Programs

MICHIGAN SOICC

Status:

The SOICC and its member agencies have extensively investigated th need for occupational supply/demand information, resulting in a contract to the the employment security agency from the SOICC for development and implementation of a supply/demand data by drawing together into one data base, for the first time, the demand and supply data from the various agencies as shown is the SOICC's.

(Michigan SOICC, con't)

Resources Produced by the Michigan SOICC:

Employment and Training Abbreviations and Acronym List
Michigan Occupational Information Surveys:
- College/Universities Placement Association
- Association of School Placement Personnel
- CETA Prime Sponsors and Related Organizations
- Community College Occupational Deans
- Department of Education Rehabilitation
- Department of Education Central Services State Staff
- Department of Labor, Commission for the Blind
- Department of Social Services, Local Office Managers
- Employment Security Commission
- Vocational Education Administrators

MOICC Newsletter (quarterly)
Michigan Outlook for the 80's

Resources Sponsored by the Michigan SOICC:

Agricultural Occupations Information Model for Michigan
Michigan Interim OE-DOT Crosswalk
Entry Classification System
Michigan SOICC Brochure
Michigan SOICC Occupational Information Workshop: Trainer's Script
Michigan OIS: Final Evaluation Report -- Executive Summary
Michigan OIS: Final Evaluation Report
Michigan Occupational Information Training Workshop
CIP Implementation Guidelines for Post-secondary Education
MOIS Brochures and Postures
MOIS Slide Tape Presentations
Inventory of OI Sources
Directory of OI Users
Career Information Needs of the Handicapped
Occupational Supply/Demand in Michigan

MINNESOTA SOICC

Status:

Activities during the initial year of MOICC were focused on preparing a Guidebook of Occupational Information Sources and a survey of the informational needs of counselors, planners, managers, administrators and job development/placement in state and local organizations. The Guidebook was compiled and edited with the assistance of research analysts and information specialists from MOICC agencies and distributed to 1,500 users. In addition to describing sources, it identified existing information services and reports helpful to user groups and listed persons who could be contacted for further assistance. MOICC produced a report based on the user needs survey that presented the concerns of a sample of 1,534 individuals who utilize occupational information in meeting their regular responsibilities to a wide variety of clientele. Report findings indicated the need for information in greater occupational and geographical detail made more accessible to users and a central point (or clearinghouse) to contact for information and technical assistance.

(Michigan SOICC, con't)

Following completion of the survey, MOICC initiated a newsletter designed to facilitate communication among the users and producers of occupational information. Using CETA Special Grant funds, a total of 2,200 newsletters are disseminated bi-monthly to virtually all educational institutions, Job Service, Division of Vocational Rehabilitation and CETA offices, and many other organizations in Minnesota. The newsletter informs readers about current reports and developments, existing services and programs, and in 1982, will begin a series of profiles of supply/demand conditions by occupation.

In cooperation with labor market analysis staff, MOICC has provided training, based on the Guidebook and the User Needs Survey Report, to a variety of groups including:

- New Job Service, CETA and DVR counselors;
- Vocational Education graduate students; and
- Teacher and counselor graduate seminars.

Resources Produced by the Minnesota SOICC:

Special Analysis of User Agency Counselor Needs
Training Materials for Counselors in Users Agencies
MOICC Brochure
MOICC FY '81 Annual Report

Resources Sponsored by the Minnesota SOICC:

Minnesota Occupational System: Toward Developing the Network
Minnesota Occupational System: Further Development and Field Testing
Minnesota Occupational System: Executive Summary

MISSISSIPPI SOICC

Status:

During October and November of 1979, the Mississippi SOICC conducted a series of thirteen workshops throughout the state for various user groups who use occupational demand data for purposes of program planning and evaluation. The workshops focused on the Occupational Employment Statistics (OES) program and the resulting occupational demand data produced by that program. The regional offices of the Bureau of Labor Statistics (BLS) and the Employment and Training Administration (ETA) participated in three of the thirteen meetings. The State Employment Security Agency, Vocational-Technical Education, CETA prime sponsors, and Vocational Rehabilitation, each participated in all of the workshops. The purposes of these workshops were threefold: (1) to increase the awareness of the participants with the role of the Mississippi SOICC in its' coordinating function in establishing an Occupational Information System (OIS) for the state, (2) to increase awareness of occupational data needs and information availability, and (3) to seek imput from the user groups about the demand data before dissemination of the data. There were over three hundred participants in these work sessions.

(Mississippi SOICC, con't)

During FY '79 the Mississippi SOICC conducted a formal user needs assessment survey of the various users of an OIS. This survey included vocational education counselors, job seekers, students, teachers, and economic development planners. As a result of this survey and direct contacts with representatives of these various user populations an understanding of the occupational information needs of these groups was achieved.

An examination of existing programs addressing the user needs as identified in the survey has been accomplished. The identified existing programs served as the base upon which the Occupation Information System is built. The definition, general design and major functions of the OIS have been achieved.

To carry out the function of satisfying the career guidance, counseling, and job search information needs of various users, the Mississippi SOICC contracted for a plan of implementation for a pilot demonstration project of the CHOICES Career Information Devlivery System in the Jackson Metropolitan area; however, because funds were not available for implementation of this pilot program, and costs relating to the implementation of the CHOICES system have escalated greatly, there is no feasible way to implement this particular system.

The Mississippi SOICC produces a quarterly newsletter, the Mississippi Messenger, which is disseminated to approximately 500 occupational information users in the State. The primary function of the Mississippi Messenger is to improve the communication among the providers and the users of occupational information. In addition, the Mississippi SOICC has produced and distributed approximately 3,000 brochures which explains what the SOICC is, who can benefit from the SOICC, the SOICC purposes, and who the SOICC member agencies are.

Improvements/Future Directions:

Activities for OIS implementation in Mississippi will change considerably from past years. The Mississippi SOICC, which is currently using the information clearinghouse alternative for delivery of occupational information, could be adopting the comprehensive computer-based system alternative if current plans develop. This plan will include two phases and possibily more.

The first phase will serve to develop a planning information system and will involve obtaining software from the Maine Planning Information Systemm which will be used on the Mississippi Employment Security Agency's hardware. This phase could begin with the development of a technical working committee comprised of various SOICC and SOICC affiliate agency personnel who would work toward solving technical problems arising during the implementation of the Maine Planning Information System. This committee would review the format and occupational structure presented in the Maine system and recommend any changes necessary for adaptation of the system to Mississippi's specific needs.

(Mississippi SOICC, con't)

A typical use of the planning information system will include CETA and vocational education planners evaluating a specific occupational training program proposal for a particular area or areas of the state. By using the data in this system, planners could quickly examine current training output in a particular occupational category and weigh it against future demand. The system is interactive and allows planners to specify certain characteristics required for a training program, then immediately displan occupational categories which could be suited for the training.

The second development phase may consist of the addition of the Michigan Career Information Delivery System.

Resources Produced by the Mississippi SOICC:

Quarterly Newsletter (Mississippi Messenger)
Mississippi SOICC Brochure

Resources Sponsored by the Mississippi SOICC:

Feasibility Study for Implementation of CHOICES
Occupational Demand Data - OE Code by OES Survey Code (done for 13 Junior College Districts)
Mississippi by Counties Population Data for VOED Plan - FY '82

MISSOURI SOICC

Status:

The Missouri SOICC has developed and implemented an Occupational Information System (OIS) with a multi-operational structure. This structure utilizes both automated and non-automated methods of organizing and delivering data. As designed and implemented, the Missouri OIS has four information components and two process components as follows:

Occupational Demand Information Component
Occupational Supply Information Component
Occupational Characteristics Information Component
Complementary Information Component
Supply/Demand Interface Component
Supply/Demand Analysis Component

Currently, products of the OIS include a set of publications entitled Statistics on Occupational Supply/Demand. There are six publications in the set: one each for the state and its five SMSAs. The statewide publication and the publication for the two major SMSAs (St. Louis and Kansas City) are bound in a three-ring binder that is called the Occupational Data Book - Missouri.

(Missouri SOICC, con't)

The Data Book has been distributed through a series of occupational information user workshops across the state. Area vocational-technical school directors, junior college deans, employment security local office managers, regional manpower advisory committee staff, CETA Prime Sponsors, Manpower Directors of Community Based Organizations, etc., were invited to attend one of these work shops. Participants at these 1 day workshops received a copy of the Data Book and participated in exercises and small group discussions on how to interpret the occupational data sources compiled in the document. During these workshops, staff of the SOICC statutory agencies acted as resource persons to respond to questions about their respective agency's data.

The projections of occupational demand utilized in the Data Book are prepared by the Missouri Division of Employment Security. Six sources of training program completors (VOED, Higher Education, private career schools, CETA, Job Corps, and correction institutions), are compared with the occupational demand statistics utilizing an occupational clustering methodology. Each cluster has one to four pages of analysis to assist users in understanding other variables that may affect the supply and demand for workers. Items such as placement rates by program, wage and salaries by geographic area, Job Service applicants and openings, apprenticeship information, national outlook, and other data sources pertinent to the occupation(s) being considered are included in this analysis.

Improvements/Future Directions:

During FY 1982, the SOICC is using the data in the OIS to prepare employment outlook statements for incorporation into Missouri's existing career information delivery system. Wage data and licensing information organized within the OIS will also be provided to the existing career information delivery system to eliminate duplication of data collection efforts.

Another OIS product to be completed during FY '82 is a series of education/training program inventories. These inventories will list all training program providers by program and by county indicating the number of persons completing the program as well as the level of instruction.

As new data on occupational turnover, mobility, etc., becomes available, this information will be incorporated into the OIS. The Missouri SOICC believes that the careful analysis of existing data sources cannot be overemphasized and will strive to further this analysis process.

Resources Produced by the Missouri SOICC:

CIS Commitee Report
Diving Right In
MOICC Messenger (periodical)
Statistics on Occupational Supply/Demand (A set of six publications)

(Missouri SOICC, con't)

Resources Sponsored by the Missouri SOICC:

Missouri Occupational Wage Rate Project Final Report
Occupational Employment Data Sources
A Directory of Missouri's Private Career Schools
Feasibility Study Report on Sub/State Labor Market Area Occupational Demand Projection Methodologies

MONTANA SOICC

Status:

Using interagency cooperation and coordination to produce tangible results is the hallmark of the Montana SOICC. During the past year, the SOICC has provided a stable interagency link that has kept development of an occupational information system on target despite turn-over in virtually every top administrative position in Montana State government. Thus, a seldom noticed benefit of the SOICC is that it serves as an ideal mechanism to assure consistency in occupational information products during periods of rapid change.

One major focus of the Montana SOICC has been the development of an occupational supply and demand report. With the help of an interagency task force, the Montana SOICC has developed clusters that relate education and training program codes to occupational codes reflective of Montana's labor market. Based on these clusters, a sample supply/demand report was prepared and a workshop was held sponsored by the SOICC to gather user comments on the sample report. As a result of this workshop, the SOICC plans to incorporate data from additional supply sources and wage data into a full-scale supply/demand report.

Data sources, including higher education and Job Corps have agreed to provide supply and demand data to the SOICC in formats specifically designed for inclusion in the supply/demand report. The Montana SOICC is investigating the possibility of automating the supply/demand interface and the supply/demand files to produce the report. Following this automation census codes will be replaced with OES matrix codes and the number of DOT codes in the supply/demand interface will be expanded. A cooperative effort will be undertaken with the Montana CIS to prepare wage data for entry into the supply/demand report as well as the occupational descriptions of the CIS.

A second major focus of the Montana SOICC has been statewide implementation of the Career Information System, (CIS). Through the SOICC, funding and in-kind support for the CIS was secured from NOICC, the Montana University System, the Balance-of-State CETA Prime Sponsor, Vocational Education, and the State Employment Security Agency. The CIS is currently used in 31 sites statewide. In FY 1982, improvements in the occupational descriptions are being emphasized.

(Montana SOICC, con't)

The Montana SOICC is investigating the possibility of automating the supply/demand files to produce the report. Following this automation census codes will be replaced with OES matrix codes and the number of DOT codes in the supply/demand interface will be expanded. A cooperative effort will be undertaken with the Montana CIS to prepare wage data for entry into the supply/demand report as well as the occupational descriptions of the CIS.

Improvements/Future Directions:

Distribution of a statewide occupational supply/demand report is scheduled for April, 1982; this report will be a first for Montana. In conjunction with the release of this report, the SOICC will sponsor a statewide conference on occupational information. Conference activities will include technical assistance in the use of the report for planning purposes. To improve data coverage of the supply/demand report, the Montana SOICC and the Montana Advisory Council for Vocational Education will cooperate with the National Center for Education Statistics (NCES) in the collection of data through the 1982 Postsecondary Career School Survey. Future development of the supply and demand report will include qualitative analysis of the data.

To make the supply/demand report possible, the SOICC will assist the SESA's Research and Analysis unit to mount the Occupational Employment Statistics (OES) survey-based Industry/Occupational Matrix in-state. From the outset, the OES survey in Montana has been a cooperative project of the SESA, Vocational Education, and the Balance-of-State CETA Prime Sponsor. Survey data are now adequate to serve as a base for Montana's occupational projections. Thus, we will convert to OES-based demand data during fiscal year 1982.

Future directions for the CIS include adding a monthly summary of job openings using ESARS data, expanding the user base, and securing a stable funding base for the system.

Resources Produced by the Montana SOICC:

Apprenticeship Information
Montana Occupational Information Needs Survey
Montana Occupational Information Sources
Montana SOICC Brochure
Montana Occupational and Education/Training Program Clusters
Montana OIS Feasibility Study

Resources Sponsored by the Montana SOICC:

The 1980 Montana Guide to Post High School Opportunities

NEBRASKA SOICC

Status:

The Nebraska SOICC has developed a statewide Occupational Information System based on a network of cooperating agencies. The SOICC includes four statutory agencies and associate members representing Economic Development, the Coordinating Commission for Postsecondary Education, and the Governor's Policy Research Office. These representative meet monthly to discuss SOICC business and to inform each other of pertinent activities of their agencies. The agencies have cooperated on mutually beneficial projects -- including adoption and funding of the Occupational Employment Statistics project, development of a supply/demand interface, the first such document in Nebraska, and support for the Nebraska Career Information System.

Through SOICC efforts, two years of the OES survey have been completed by the Department of Labor, Division of Employment, and the third year is in progress. The resulting data will provide more current and reliable occupational projections than those previously based on the Census. Supply data is also being improved. The Division of Vocational Education has instituted the VEDS system that will provide not only enrollment and completer information, but also follow-up data to aid in program planning. Information form private proprietary schools will be available as a supply source for the first time. CETA and apprenticeship information will also be included as supply data.

The SOICC has compiled and widely distributed a Sourcebook of Nebraska Occupational Information to inform both program planners and direct labor market participants of available occupational information. To aid vocational program planning, SOICC published Nebraska Occupational Demand presenting projected occupational demand associated with vocational programs. The supply and demand interface document, that will be available early in 1982, will have broad utility for both planners/policy makers and counselors. The SOICC also works closely with Nebraska Career Information System to provide occupational information to direct participants in the labor market.

Improvements/Future Directions:

Future plans include improvement of data sources for the supply/demand interface including occupational projections based on the OES survey, improved supply data resulting from the VEDS follow-up survey, and inclusion of other supply data sources. The SOICC plans several workshops across the state to train people in the use of the supply/demand interface. Continued interagency cooperation is also anticipated, with increased involvement with private sector as well as government agencies.

Resources Produced by the Nebraska SOICC:

Nebraska Occupational Demand
Nebraska SOICC Brochure
SOICC-Related Abbreviations and Acronyms
Sourcebook of Nebraska Occupation Information

(Nebraska SOICC, con't)

Resources Sponsored by Nebraska

Nebraska CIS (brochures)
NCIS Job Sheet Notebook
NCIS User Handbook
NCIS Post-Secondary Program of Study and Training Information
Post Vocational-Technical Programs
NCIS Post-Secondary School Information
NCIS Wage and Employment Outlook Update
In Nebraska a Career Opportunity Guide
NCIS Reference Manual
Utilizing Information in Career Counseling through the Nebraska Career Information System
Writing Manual for Occupational Information
Nebraska Career Information System film Script
Non-automated Alternative for Distribution of CIS in Nebraska
NCIS School Career Match
Contribution of Post-Secondary Private School to Nebraska Labor Supply
Nebraska CIS Business Industry Survey
NCIS Component Evaluation
Nebraska CIS In-Service Evaluation
Nebraska CIS Computer Evaluation
Nebraska CIS Telephone Evaluation Survey
Nebraska CIS Student Preference
An Evaluation of the Nebraska CIS

NEVADA SOICC

Status:

The Nevada SOICC sponsored a statewide "Governor's Conference on Employment and Training — For Users of Occupational Data". The conference served as a kick-off to a comprehensive statewide Occupational Information Use and Needs Assessment. Funding for the assessment came from the State Comprehensive Employment and Training Office. The assessment findings and subsequent SOICC Committee action established as a Nevada priority, the provision of supply and demand data for planning purposes to Nevada's largest user groups, (i.e. vocational education and employment and training administrators). The Employment Security Department's Research Division was confirmed to be the state's major producer of labor market and related information. To best utilize limited resources and avoid conflicting or duplicative effort, the SOICC office and staff functioning in a "coordinating" role, contracted with the ESD Research Division to design, develop and implement a supply and demand computer model to serve as the base for the Nevada Occupational Information System. The first OIS Supply and Demand Report was generated in March, 1980. The demand data was produced through the Occupational Employment Statistics (OES) program of ESD. Supply data came from five vocational and employment training sources. The data was formatted by the agreed upon common denominator, the Office of Education Codes, and was available with statewide totals only.

(Nebraska SOICC, con't)

The second report was generated in March, 1981, displayed by OE codes, included six supply data elements and was compiled for Nevada's two SMSAs (Las Vegas and Reno), the Balance-of-State, plus the statewide totals. A narrative analysis and descriptive limitation of the data was attached to the computer printout and distributed to SOICC member agencies only. It was the first time such comprehensive information had been made available in one report. The Nevada Council on Vocational/Technical Educational and the State Comprehensive Employment and Training Education Council signed a formal agreement to use the data developed by this model in future planning acitivities.

In addition to supply and demand data, the SOICC produced and distributed a Directory of Career and Occupational Information Resources; assisted with the production of the Educational Information Centers Inventory Directory of the state's traditional and non-traditonal educational, training and counseling opportunities; conducted in conjunction with the Nevada State Library an Occupational and Career Decision Materials Collection Development project among the state's junior and senior high schools, academic and special, prison system and public libraries. With funds from the SOICC basic assistance grant, the SCETO and the CETA Balance-of-State Private Industry Council, the SOICC coordinated the production and dissemination of the Nevada Job Line. The 24-page career tabloid went to all Nevada students in grades seven through twelve, to the general public as a supplement to fourteen newspapers statewide, and was made available in bulk quantity to all SOICC member and related agencies. The SOICC cooperated with and assisted the ESD Research Division with the development and distribution of the Job Hunter's Guide to Nevada, a 220 page comprehensive job search publication.

In an effort to address the occupational information needs of Nevada's handicapped citizens, the SOICC is conducting a career information system evaluation for the Rehabilitation Division of the Department of Human Resources.

In addition to the Governor's Conference, the SOICC sponsored workshops for librarians, counselors, CETA program planners and vocational education administrators. SOICC staff has participated in numerous conferences for such groups in Nevada as the Vocational Association, Library Association, Personnel and Guidance Association, as well as providing technical assistance in the respective application of occupational and related information.

The SOICC produces a quarterly Newsletter and the SOICC Committee serves as the WIN "Labor Market Advisory Council". The SOICC assisted the National Center for Education Statistics with their postsecondary survey, resulting in 100 percent coverage for Nevada institutions.

(Nevada SOICC, con't)

Improvements/Future Directions:

The 1982 Nevada OIS Supply/Demand Report will be published in booklet form for the first time with data for geographical areas: Las Vegas, Reno, Balance-of-State and Nevada statewide. Current Supply elements will include VEDS, secondary and postsecondary, CETA, private schools, vocational rehabilitation, WIN, Job Corps, apprenticeship and the insured unemployed. Higher Education General Information Survey system data will be summarized in a separate area. OES demand projections will be for one and five years. The interface statistical section will be displayed by OE code matching OES codes. Another section will display occupations for all industries showing professional, skilled, semiskilled and unskilled category projections through the OES matrix whether or not there is an existing educational and/or training program now available in Nevada. In the OES matrix section, the SOICC plans to indicate the various coding structure relationships. The thirty highest demand occupations will be specifically identified.

Depending upon availability of funds, the Nevada SOICC plans to produce a second edition of the Nevada Job Line, provide continuing technical assistance in the use of information, respond to needs as they arise, continue to monitor and explore computerized career information activities and to improve and expand the Nevada OIS.

Resources Produced by the Nevada SOICC:

Career and Occupational Information Resources (Directory of)
Governor's Conference on Employment and Training for Users of Occupational Data
Nevada SOICC Brochure
Nevada SOICC Newsletter (quarterly)
Nevada Job Line (tabloid)

Resources Sponsored by the Nevada SOICC:

Job Hunter's Guide to Nevada
Nevada Occupational Information Uses/Needs Assessment (Final Report)

NEW HAMPSHIRE SOICC

Status:

Having been without the service of a SOICC Director or active SOICC Committee for well over a year, the New Hampshire State Occupational Information Coordinating Committee is undergoing a total reorganization. On August 1, 1981, a new SOICC Director was hired and set as a first priority, the re-establishment of the SOICC statutory committee. The Committee convened in September and approved a basic priority plan as well as items relating to its own structure such as membership, frequency of meetings, naming of subcommittees, etc.

(Nevada SOICC, con't)

A working subcommittee has since been established and is working closely with the SOICC director in an attempt to outline a realistic strategy/timetable for the delivery of much needed SOICC services to the State. This stratgey/timetable was prepared; in proposal form and delivered to NOICC.

Improvements/Future Directions:

The New Hampshire Office of Employment and Training has replaced the New Hampshire Department of Employment Security as the fiscal agent for SOICC activities in the state. It is generally agreed that this alone will go a long was to ensure the proper supervision and managerial support lacking in in the State's SOICC effort.

Subject to approval by the SOICC committee, and to final approval by NOICC, the following SOICC activities are planned:

(1) To have the New Hampshire SOICC fund the State's OES survey that is being phased out due to lack of other funding. The continuance of this survey is seen as vital to the longrange interest of the NHSOICC in that it is the sole basis of reliable demand data in the State; and

(2) To release an RFP and subsequently fund a user needs assessment study of the entire state as per the suggestions for developing an OIS as described in the NOICC publication entitled, A Framework for Developing an Occupational Information System.

At present, the users of occupational information, the suppliers of occupational information, and the nature of how occupational information is being utilized are all unknown quantities.

The SOICC committee believes this situation must be studied as soon as possible since it serves as the basis for all future decisions regarding planning for unmet needs.

The New Hampshire SOICC has also identified three projects that could proceed immediately:

(1) Complete update and revision of the N.H. VIEW manual that has not been revised since 1976;

(2) Prepare a publication dealing with licensed, certified, and registered occupations in New Hampshire; and

(3) Provide key CETA, Vocational Education, Vocational Rehabilitation, and DES intake centers with self-contained microcomputer/microfiche occupational and educational exploration systems.

NEW JERSEY SOICC

Status:

To address the development of supply, demand, and occupational characteristics information necessary to a comprehensive occupational information system, the New Jersey SOICC has conducted the following activities:

(1) A Technical Report to the 1202 Commission: "Occupational Supply and Demand Information in New Jersey provided an assessment of multi-agency needs and uses of occupational information and was prepared by the NJOICC staff in 1978.

(2) In 1980, the NJOICC staff prepared a proposal for a career information delivery system entitled, New Jersey Career and Labor Market Information Needs Assessment: Summary Report.

(3) Funded through the NJOICC, and conducted by the Center for Human Resources at Rutgers State University, ESARS data was investigated as a source of local occupational information. The study provided increased detail on occupational supply, occupational qualifications of specific groups, occupational opportunities for specific groups, estimates of occupational supply and demand balances, a comparison of ESARS data with OES information, and industrial differences in occupational employment patterns. The resulting product is entitled, An Investigation of ESARS as a Source of Local Occupational Information.

(4) During 1979 and 1980, the NJOICC funded a project to develop, implement, test, and analyze a method to synthetically produce OES sub-state estimates. The project was conducted by the Division of Planning and Research, Department of Labor and Industry, and is published under the title of, OES Synthetic Sub-State Estimates Development and Testing.

(5) To test synthetic OES manufacturing estimates for ten New Jersey Labor market areas, the NJOICC funded a 1981 project that was also conducted by the Division of Planning and Research, Department of Labor and Industry. The study, Synthetic Labor Market Area Occupational Employment Estimates Feasibility, also provided an indication of the feasibility of utilizing OES sub-state data to produce annual average OES estimates across all industries.

(6) During 1980, NJOICC member agencies were surveyed and results were published in the Occupational Supply and Demand Data: Collection, Reporting, Publication.

(7) To examine materials and networks in order to improve accessibility to occupational supply data from CETA for supply/demand analyses, the NJOICC staff, in 1980, completed a report entitled, Obtaining Occupational Information From CETA Training Programs.

(New Jersey SOICC, con't)

(8) An ongoing OIS planning effort by NJOICC member agency technical staff is made possible through an Occupational Information System Task Force that was established in 1980.

The NJOICC utilizes a number of methods to deliver occupational information to planners, administrators and policymakers in New Jersey. During 1979, the NJOICC promoted occupational information awareness through a statewide conference for planners and administrators from various state agencies. This effort was continued through the development of several publications including a directory of occupational information sources by occupational information for program development and administration, and a quarterly newsletter circulated to some 2,000 individuals and agencies.

To assist direct participants in the labor market, the NJOICC aslo produced a flier providing occupational information sources for counselors as well as a Guide to Occupational and Career Information. In 1981, the NJOICC co-sponsored a conference with the Educational Testing Service and the Educational Improvement Center that reviewed computer-assisted guidance systems and encouraged proper selection based on user needs. The NJOICC Newsletter is also utilized in the delivery of occupational information to direct participants in the labor market.

A continued emphasis on occupational information awareness and use is evident in the NJOICC training activities during 1980. Four regional workshops for counselors and job placement specialists consisted of exercises designed to familiarize participants with available data. NJOICC member agency staff served as presentors and resource persons. Counselors in New Jersey received additional training in the use of labor market information through a 1980 workshop held in conjunction with the New Jersey Occupational Resource Center.

To promote coordination with the N.J. private sector and the NJOICC member agencies, the NJOICC has co-sponsored two conferences in 1980 and 1981. In conjunction with the State Employment and Training Council, the Center for Human Resources at Rutgers State University, and the Prime Sponsor Directors' Association for PIC members and staff, a "Title VII Conference was held in Atlantic City. PIC and CETA planners and administrators attended a conference on Labor Market Information for Private Industry Councils co-sponsored by the NJOICC and the Division of Planning and Research, Department of Labor and Industry.

(New Jersey SOICC, con't)

NM SOICC contributes occupational supply and demand data to EIC through its statutory members for dissemination. In sponsoring GIS, EIC offers supplemental system information, in-service training and technical assistance.

The Employment Security Department (ESD) provides current job listings and other pertinent labor information through its OES projections. The OES project in FY 1981 inlcuded a State/SMSA projection by industry and occupation.

EIC plans in concert with NM SOICC call for improvement of its educational and occupational data, and strengthening of counseling services. The NM SOICC office is presently devising a Career Information System (CIS) to assist the statutory members and EIC in processing and distributing current data between the product and the user.

Special emphasis is being placed on serving the growing demand for vocational technical training through the addition of complete statewide and regional filings of vocational career opportunities in the GIS. The NM State Department of Education, the NM Apprenticeship Council and financial aid personnel with the New Mexico SOICC, and EIC will expand and update current Adult Basic Education, Apprenticeship, and Financial Aid Information to achieve these ends.

NM SOICC is currently proposing a special component of NM SOIS in coordination with all statutory members to meet the common occupationall needs of the handicapped. Reporting and collection of data is being coordinated by the NM SOICC with special assistance by State Vocational Rehabilitation personnel. A clearinghouse is suggested that will report labor market entry of handicapped individuals. Specific case-by-case assistance can be rendered through training and/or matching the handicapped individual with the job via the educational/career information system. Microfiche data distributed to manual sites contain similar information including referrals to specially-assigned counselors/evaluators.

Improvements/Future Directions:

NM SOICC expects to continue an ongoing program of evaluation of state and Federal data for relevance within the NM SOIS in FY 1982. User statutory committee members' needs are analyzed on an indepth basis through personal contact. A slide program is being developed that will introduce the NM SOIS to new providers and users with emphasis given to the New Mexico Employment Security Department (ESD) and relevant Labor Market Information.

A survey of trade, transportation and utility employers is being undertaken during FY 1982. NM SOICC is coordinating with agencies at all levels that utilize 1980 Census data to provide to users client characteristics on a county-by-county basis to facilitate better planning. The energy industries of New Mexico are being surveyed in FY 1982 to determine the skill training and the types of jobs that are needed.

(New Mexico SOICC, con't)

NM SOICC is coordinating with the statutory agencies, and Albuquerque Public Schools, for the purpose of updating the widely accepted local publication, How to Look for a Job in the Albuquerque Area. A quarterly newsletter is being published by NM SOICC in FY 1982. NM SOICC is also developing, in coordination with the statutory members, an assessment of needs format to be directed to sources of labor market information at both user and producer levels.

Resources Produced by the New Mexico SOICC:

New Mexico News (quarterly)
New Mexico Inventory and Resource Guide
New Mexico Assessment of Needs in Occupations

NEW YORK SOICC

Status:

In developing its Occupational Information System (OIS), and in furthering its mandate to increase coordination, cooperation and communication among the producers and users of occupational data, New York SOICC has employed a multi-model approach. It has utilized all four operational alternatives for a OIS as follows:

(1) An information clearinghouse: New York SOICC provides an information and advisory service that is available to member agencies, other governmental and private groups and the general public. It responds to all types of requests for occupational and career information;

(2) A network of interrelated programs and systems: New York SOICC does not itself develop information more properly produced by other agencies, but rather coordinates occupational information with special emphasis on increasing awareness among agencies so that duplication is minimized and activities are coordinated;

(3) A publication-producing OIS: New York SOICC has produced numerous publications addressed to specific occuaptional and career information needs. These publication have had wide, but carefully targeted distributions; and

(4) A comprehensive computer-based system: New York SOICC has encouraged its member agencies to develop computerized data banks for occupational, career and related series so that they can be available for instant retrieval and reformatting. The SOICC itself has put several data series on the computer including non-agricultural wage and salary employment, hours and earnings, and a local occupational file.

(New York SOICC, con't)

During the last two y[illegible] New York SOICC has made substantial progress in the implementation of [illegible]er Information Delivery System (CIDS). Local files have been developed for two systems (GIS and CHOICES) including a local occuaptional file of 600 occupations and a local financial aid file. The systems have been introduced to many non-traditional users (e.g., libraries, Office of Vocational Rehabilitation (OVR) offices, ES offices) who previously were not aware of them. SOICC has introduced a new system (CHOICES) to the New York State environment. In addition, it has served as a new focal point for CIDS-type activities in the State.

The New York SOICC has sponsored a CIDS pilot project in upstate New York. This pilot project, which began in February, 1981, was concluded in December, 1981. The two computer-based software systems, GIS and CHOICES, are being studied in approximately 30 sites including OVR offices, ES offices, schools and libraries. The systems both include local information on salaries, future job outlook and financial aid. Initial reaction is highly favorable.

Improvements/Future Directions:

New York SOICC plans to further its activities in all program areas over the next few years. While a reduction in funding will force some curtailment and reduction in its aims, nevertheless, significant progress can still be achieved if no further reductions occur. In terms of the OIS, the SOICC plans to continue its efforts to bring the occupational data-producing and using agencies together to coordinate their activities, to eliminate duplication, and to adopt standard methods including the Standard Occupational Classification (SOC) scheme. It is likely that the publication-producing activities of the SOICC will be somewhat less ambitious in FY 1982 because of a reduction in funding. Nevertheless, several publication efforts are planned, including a revised version of the Guide for New York Information Files for the GIS system, updates of the Supply and Demand Report and the Directory of Occupational Education Programs. A few new Occuaptional Briefs, and perhaps some SOICC informational brochures will be developed. Frequent meeting of the SOICC Executive and Management Committees, and the CIDS Subcommittee are anticipated during 1982.

In terms of the CIDS program, the New York SOICC will revise and update the New York Occupational and Financial Aids files and explore the possibility of developing other local information. Solicitation of additional support and further involvement of the various agencies concerned with the CIDS program (i.e., OVR, CETA, SED, DOL and BOCES) to deal with the post-pilot maintenance of CIDS, to complete the formal evaluation of the CIDS pilot project and to bring the CIDS top an operational state. Additionally, attempts will be made to clarify the means by which the CIDS can attain financial integrity. A substantial effort will be made to find additional financial sources, implement user fees, obtain in-kind support and otherwise obtain the resources necessary to support the CIDS effort.

(New York SOICC, con't)

In summary, the New York SOICC will proceed along the lines of effort it started in the last three years. The substantial reduction in funding that it has received will affect the amount of work it can accomplish. Nevertheless, it appears that a significant impact in each of its areas of responsibility can be achieved in FY 1982.

Resources Produced by the New York SOICC:

Career and Occupational Information: A Guide to
Jobseeker: A Source Book for Youth in New York State
LMI Handbook for Occupational Planners and Administrators in New York State
New York SOICC Brochure
New York SOICC News (quarterly)
90 Occupational briefs for New York State
51 Occupational Guides for New York State

NORTH CAROLINA SOICC

Status:

Soon after the North Carolina SOICC was established, the Committee members decided to design and implement one Multi-Purpose Occupational Information System (MPOIS) that would meet the needs of planners and administrators in educations and employment and training programs, as well as the needs of persons engaged in career exploration and job seeking. In late 1981, the North Carolina SOICC has successfully completed the original objective and develop the North Carolina Multi-Purpose Occupational Information System with a computerized delivery system for planners and managers, and an operational Career Information Delivery System (CIDS), North Carolina CHOICES.

Occupational projections based on the Occupational Employment Statistics (OES) survey, are developed by the State Employment Security Commission for the State, seven SMSAs, and for 18 regional planning districts that cover the entire state. Supply estimates are prepared for the State and for 18 planning districts. These data are included in the North Carolina MPOIS.

Each SOICC signatory member representing the SOICC agencies participated in the design of the MPOIS, but the bulk of this work was accomplished by agency representatives who served on the SOICC Technical Advisory Committee. The SOICC staff developed and implemented the MPOIS and identified and brought together the existing data from the member agencies and other state and local agencies. A batch-mode computerized system is used to deliver the Occupational Information System data to planners and administrators. While implementing the MPOIS, the SOICC staff developed a crosswalk and the State Specific allocations and ratios are the heart of the N.C. MPOIS. Planners or administrators accessing the MPOIS fill out a request form and submit it to the SOICC staff. The request is processed that day and forwarded to the State Computer Center where it is distributed to the requestee the following day. The North Carolina SOICC staff held an extensive series of training sessions in all section of the state during 1981 on the use, access and limitations of the MPOIS and will continue these sessions as an ongoing operation.

(North Carolina SOICC, con't)

In September 1981 NCOICC work with the NGA technical assistance grant initiated a contract with the Western Occupational Research Corporation to conduct an evaluation of the NCMPOIS, including contents, delivery, and usefulness.

The North Carolina CIDS, N.C. CHOICES, has also been developed utilizing CETA and NOICC CIDS grant monies. There are currently 71 CHOICES sites in the State with an additional 18 sites for the CETA Balance-of-State and Community Colleges recently implemented. The Job Bank will be updated four times weekly. The CIDS is currently supported by CETA ($218,000), NOICC ($150,000) and user fees from the participating sites ($128,00). In FY 1982, CETA Governor's Statewide Grant funds will provide major support for the maintenance of the MPOIS including the CIDS and the computerized delivery for planners and administrators.

Improvements/Future Directions:

Major improvements in North Carolina include the improvement of supply/demand information, the inclusion of that information into one system, the delivery of information through the MPOIS and the development of techniques that can match supply/demand data. The North Carolina SOICC has also made strides in improving the quality of the supply data by incorporating CETA data on enrollees and completers, apprenticeship data and HEGIS data into the supply estimates. The NC SOICC will continue maintenance and operation of the MPOIS and CIDS, in FY 1982 and intends to fund an independent evaluation of the MPOIS that will determine what changes may be necessary to improve its value to users and to incorporate identified modifications into the system as appropriate. Early in FY 82 the NCOICC will provide specially tailored supply/demand reports to CETA/BOS planners (both statewide and planning region data) and to the VOED planners in the Department of Community Colleges and Department of Public Instruction.

The NCOICC has funded the SESA to run the projections program to 1985 and to produce reports for State, eighteen planning regions, and seven SMSAs. The report will be distributed during early FY 82.

Resources Produced by the North Carolina SOICC:

Basis for a MUlti-Purpose Local LMI System...User Needs...
CHOICES Master Lists: Occupation and Education Files
Handbook for Career Information: North Carolina CIDS Data Base
Handbook of CHOICES
Multi-Purpose OIS Handbook
North Carolina CHOICES Counselor's Manual
North Carolina CHOICES Training Materials
North Carolina SOICC Brochure
North Carolina SOICC Newsletter (bi-monthly)
Operationalizing An OIS

(North Carolina SOICC, con't)

Universe of Occupationals:
Part I - audio/visual
Part II - North Carolina CHOICES (audio/visual)
Part III - Multi-Purpose Occupational Information System (audio/visual)
Multi-Purpose OIS: System Design Specifications

Resources Sponsored by the North Carolina SOICC:

Occupations Which Require Licensing In North Carolina
Occupational Briefs: SOC (Printed information and microfiche)

NORTH DAKOTA SOICC

Status:

To assess the occupational information needs, the North Dakota SOICC conducted a user needs survey that yielded data which was very helpful in establishing an Occupational Information (OIS). The survey indicated that the users wanted current listing of available sources for information. Vocational Education asked for current data on which they could base decisions for program planning. Labor force intermediaries asked for occupational information that would be of assistance to them in aiding job seekers and persons planning their careers.

To answer these request, a directory of labor market and occupational information was published; a career information delivery system was developed and implemented; emphasis was placed on continuing the operation of the Occupational Employment Statistics (OES) program to insure the availability of current data; and a labor force supply/demand report was developed.

The Directory of Labor Market and Occupational Information was a joint effort between the SOICC and the Job Service North Dakota's Research and Statistics section. The new directory was designed to aid a user in easily finding informational through a triple index, including an index by title, producing agency, and subject area. The directory was distributed to Job Service centers, Vocational Rehabilitation offices, high schools, Vocational Education centers, colleges and numerous other sites.

The Career Information Delivery System was based on the Oregon CIS, as it lended itself best to the rural areas of the State. The first year, 118 sites were served by either manual or microcomputer delivery. A centralized computer delivery with remote terminals was not implemented due to limited funds and lack of an available host computer on which to operate.

Although assistance at the regional and Federal level is dwindling for the OES program, North Dakota believed the program had to continue if data was to be current and reasonably accurate. Both CETA and SOICC monies have been used to keep the program operational.

(North Dakota SOICC, con't)

The first Labor Force Supply/Demand report was made by U.S.O.E. codes for ease of use in the Vocational Education annual plan. Census (1970) data, OES, Vocational Education and Higher Education training programs, apprenticeship programs, CETA programs and various Job Service reports were used. An analysis of the supply/demand interface was made part of the overall report.

To inform the potential users of SOICC's activities and services, three methods were used. The first information was distributed across the State and was well received. Numerous letters were received by SOICC expressing appreciation for the information contained in the newsletter. Also, a slide/tape presentation was developed to depict the goals and objectives of the SOICC.

Training sessions were held with selected users of OIS data to assist them in interpreting the available information. Nine indepth training sessions were also held to implement the Career Information Delivery System.
The North Dakota SOICC involved additional agencies in their decisions through a Technical Assistance Committee (TAC). The TAC, made up of SOICc agencies plus Public Instruction, Higher Education, and the Education Information Center, was used extensively in decisions regarding the Career Information Delivery System. Further agency coordination was completed through the SOICC director's involvement on the Governor's Economic Development Conference. Participation was effective through committee meetings at the regional and State levels.

Improvements/Future Directions:

Two goals for future directions are to enhance and improve the supply/demand report and to enlist additional delivery methods for occupational information.

The OES projections are slated to make a major improvement on all OIS data, not the least of which will be the supply/demand report. Also, the 1980 Census data will be a great help in delivering current data. Work will also be conducted on collecting supply information from private training sources.

To better deliver occupational information, consideration is being given to publishing an annual tabloid as has been produced in several States. Consideration is also being given to using a computerized delivery of OIS information.

Resources Produced by the North Dakota SOICC:

Labor Market and Occupational Information (Director of)
North Dakota Career Information System
North Dakota SOICC Brochure
North Dakota SOICC Newsletter

(North Dakota SOICC, con't.)

Resources Sponsored by the North Dakota SOICC:

North Dakota Occupational Information Survey Report
North Dakota Labor Force Supply/Demand Report
LMI Information on Youth
OES Survey Reports

OHIO SOICC

Status:

Ohio Governor, James A. Rhodes established the State Occupational Information Coordinating Committee (SOICC) by Executive Order, whereby the member agencies developed interagency agreements. The primary mission of the Ohio SOICC is the development and enhancement of the occupational information system in the State. The development strategy for the Ohio occupational information system (OIS) builds upon the structure below:

Occupational Demand Information/Occupational Supply Information

Career Information Delivery System

The Ohio SOICC synthesizes the following data subsystems into a working occupational information system:

(1) Occupational Employment Statistics (OES) Survey Programs

(2) Vocational Education Data System (VEDS), with expanded files for the HEGIS and proprietary school surveys and other supply data

(3) Ohio Career Information System (OCIS)

The OES/VEDS/OCIS operating componenets make up the structure by which the Ohio OIS is developing. The Ohio SOICC will continue to distribute the OES occupational estimates and projections and the occupational supply/demand analyses to users through economic data files of the OCIS and other publications of the research sections of the Division of Vocational Education, Ohio Bureau of Employment Services, the Special Grants Office, and the Division of Special Populations of the Ohio Rehabilitation Services Commission.

During 1979, the Ohio SOICC carried out a survey of data needs for occupational data users through a series of regional conference throughout the State. The final report, Data Summary from the Ohio Occupational Information Needs Survey, that compiled and analyzed the questionnaire responses from the conference participants, suggested occupational information areas of concern to the field staff of employment and training organizations. To further identify and analyze existing programs that address user needs for occupational supply data, the Ohio SOICC relied upon the research carried out by the Ohio State University Center for Human Resource Research (OSU/CHRR), under the auspices of the Ohio Advisory Council for Vocational Education. The CHRR monograph, entitled The Labor Supply Specification of Vocational and Technical Training in Ohio, identified the extant sources of supply information in the State and outlined remedies for the duplication and data gaps.

(Ohio SOICC, con't)

When coupled with the existing design for the OES and OCIS programs, the Ohio SOICC and OSU/CHRR research completed the Ohio OIS design. The major products of the Ohio OIS include the following:

(1) projections of occupational requirements from the OES-based industrial occupational (I/O) matrix;

(2) supply/demand interface tables and analysis, and quarterly reports of shortage and surplus occupations; and

(3) support for the expanded use of the OCIS.

The supply/demand analyses, prepared jointly by the SOICC staff and member agency research staff (especially the vocational education and employment service research staff) provide the basis for the annual local vocational education agency planning process, as well as the human resource planning for special economic development projects. A most recent example was the joint preparation of a special supply/demand analysis and intervention proposal for consideration by Rockwell International and the U. S. Air Force, to use in the human resource plan for production of the proposed B-1 bomber in Ohio.

The planners and administrators of the Ohio occupational information programs developed and implemented the OIS incrementally. Consequently, the development and implementation of the OIS became a process of enhancing existing occupational information products.

The FY 1982 plans for further development and implementation of the OIS build on several significant accomplishments of the Ohio SOICC during 1981. Most importantly, the SOICC successfully initiated and sponsored the Occupational Employment Statistics (OES) program in Ohio, starting with the 1980 survey of manufacturers and hospitals. The first OES report of current and projected industry and occupational employment statewide and for the eight large SMSAs for the manufacturing sector hospitals was completed in the late 1981. The Ohio SOICC also contracted for the 1981 OS survey of non-manufacturers except trade; and the SOICC will complete the 1982 OES/RFP process this fall.

To improve the supply specification for vocational and technical training Ohio, the SOICC sponsored a special research project about education/occupational linkages. Published reports from this project include:

(1) Veterans Sponsored Training in Ohio: A Review and Analysis of Follow Up Data Gathered by the State Approving Agency for the Veterans Administration; and

(2) A Labor Market Study of Graduates of Private and Public Two-Year Postsecondary Programs.

(Ohio SOICC, con't)

For the first time in Ohio, these studies provided followup data, occupational allocation rates, and analysis of the labor market experiences of the graduates of postsecondary and private-for-profit institutions, in a manner consistent with the reports generated by the Vocational Education Data System (VEDS). Thus, these supply specification research reports, sponsored by the Ohio SOICC, established the basis for an expanded supply data system build around VEDS. Future reports under this project, due by fall, will estimate the magnitude of employer-sponsored training in the State and the extent of apprenticeship training and possible reporting duplication.

To further improve the human resource accounting system in Ohio, the SOICC became the State coordinator for the Higher Ecucation General Information Surveys, that is especially important for the supply/demand analysis. The SOICC published the Ohio 1978-79 Higher Education General Information Survey (HEGIS) Earned Degree Rapport, and will release a similar report for 1981. Also, the Ohio SOICC, in cooperation with the State Board of School and College Registration, administered annual surveys of proprietary schools and published the Ohio 1979 Proprietary Schools: Program Enrollment and Completion Report. A 1980 report was released in late 1981.

The HEGIS earned degree and proprietary school surveys, administered by the SOICC staff, provided important information about the outcomes of structured training programs for integration into the supply/demand reports.

The Ohio SOICC distributes its research reports and informational products through the Ohio Career Information System (OCIS) of the Ohio Bureau of Employment Services (OBES), and is one of the largest career information systems with 300 on-line users and 75 off-line subscribers. The SOICC adopted the OCIS as the principal agency for disseminating occupational information to Ohio youth. To expand the use of the OCIS in FY 1981, the Ohio SOICC carried out two demonstrations projects with OCIS that resulted in 48 new terminal users. The Ohio SOICC encouraged computer terminal subscriptions as opposed to the needlesort options because of the superior search strategies that the computer link afforded. Consequently, the SOICC transferred funds to OCIS for the purchase of computer terminals for distribution to appropriate organizations as incentives to subscribe, based on a request-for-proposal (RFP) process.

As a further effort to enhance OCIS data files, the Ohio SOICC secured a Career Information Delivery System (CIDS) enhancement grant from NOICC and provided funds to incorporate the Standard Occupational Classification (SOC) codes into the OCIS as the primary classification structure for the occupational data base of the Ohio CIDS.

(Ohio SOICC, con't)

Improvements/Future Directions:

The operation of the OIS includes the updating of input data and the provision of technical assistance to occupational information users. The OES program, for example, operates on a 3-year cycle with the occupational staffing patterns of industries revised and made current every 3rd year (by 3-digit Standard Industrial Classification). The Ohio SOICC and vocational education research staff revises annually the supply/demand analysis; while the OCIS files are improved on a semi-annual basis. Each quarter, the OBES publishes an up-to-date listing of shortage and surplus occupations by county. To introduce the results of the 1st year OES Program to potential users, the Ohio SOICC will schedule a series of workshops in the Winter and Spring of 1982.

After a reasonable period following the publication of the OES projections, the Ohio SOICC will initiate an evaluation program to assess the accuracy of the occupational projections. In a manner analogous to the review of the national occupational projections by the U. S. BLS, the Ohio SOICC will seek to measure the magnitude and direction of the divergence of the empirical data from the projections, and to identify weaknesses in the methodology used for the occupational projections. In a similar manner, the SOICC will review the supply projections of the output from vocational and technical programs.

Resources Produced by the Ohio SOICC:

Ohio OES Brochure
Ohio SOICC Brochure
HEGIS Earned Degree Report
Program Enrollment and Completion Report: Ohio Proprietary Schools
Labor Market Study of Graduates of ... Postsecondary Programs
Veterans Sponsored Training in Ohio

Oklahoma SOICC

Status:

The Oklahoma SOICC produces an occupational supply and demand publication of the State and for eight substate areas. The demand data is contracted from the Oklahoma Employment Security Commission and is obtained from the occupational employment statistics (OES) program with agriculture, self-employed, domestic work and unpaid family worker data added to it. The supply data is compiled in the SOICC office from inputs from seven major sources. Most of the supply has been factored so the output shows those who are available for the labor market. The supply and demand data is interfaced, published, and distributed by the SOICC members and other State agencies in program planning and in their career information delivery systems (CIDS).

(Oklahoma SOICC, con't)

Oklahoma has two CIDS. The State Department of Vocational and Technical Education operates the Vital Information for Education and Work (VIEW) program consisting of the needlesort, microfiche, and hard copy of the materials for elementary and secondary levels. The secondary level materials are also used with adults. The VIEW materials are located in 800 different sites, with 1100 sets of microfiche and hard copy and with 322 sets of needlesort. The Department of Economic and Community Development, the State agency that oversees CETA Balance-of-State, operates the computerized Guidance Information System (GIS) that is funded from the Governor's CETA grant monies. The GIS has 32 terminals throughout the State. SOICC has assisted in putting information together for the State information components in both GIS and VIEW.

The SOICC and SOICC agencies sponsored six area-wide interagency counselor workshops during 1981 to provide better understanding of occupational information and career information delivery systems and to encourage utilization of existing resources and to foster linkages between and among agencies and institutions that are involved with people in career decisionmaking. SOICC also provides training to vocational education and CETA personnel on Standard Occupational Classification coding.

Improvements/Future Directions:

Since its inception, the Oklahoma SOICC has worked to improve the quality of the supply and demand data. The Oklahoma Employment Security Commission is planning to establish a pilot study to test the feasibility of collecting occupational employment statistical and wage data from the unemployed insurance form. This would necessitate adding job title codes and number of hours worked to the unemployment insurance form. After collecting data for the first quarter of 1982, the cost and efficiency of the procedure will be compared to the present procedure.

A school survey in 1980 indicated that one-third of the school districts had microcomupters. Oklahoma SOICC is in the process of reviewing CIDS for microcomputers and will develop a microcomputer CIDS in FY 1982. Software is being limited to the hardware that is most available. The microcomputer CIDS will be modified and updated as the hardware at the schools is updated.

Resources Produced by the Oklahoma SOICC:

Agreement for the Development of Elements of an Occupational Information System: Phase III
Career and Occupational Information Sources (A Guide to)
Career Education and Counselor Workshops
Licensed, Certified, and Registered Occupations in Oklahoma
Oklahoma Occupational Information Survey of Selected Personnel
Oklahoma Occupational Supply/Demand
Feasibilitty of Collecting Labor Market Supply Data from Existing Records

(Oklahoma SOICC con't)

Resources Sponsored by the Oklahoma SOICC:

Estimating Occupational Employment and Projection Demand for the Agriculture

OREGON SOICC

Status:

Oregon has developed a network of cooperating agencies as the mechanism for improving occupational information. The network is building on the existing Occupational Program Planning System, the Career Information System (CIS), LMI programs, and the SEARCH system. A major achievement of the Oregon network has been the agreement among agencies for the development and use of a common core of data on occupational characteristics. The SOICC, along with nine State and local agencies, representatives from Washington State, and five Portland area prime sponsors participated in a major effort to develop economic and occupational data for the metropolitan region.

The Occupational Program Planning System is used extensively by vocational education planners at the secondary and postsecondary levels and by CETA planners. In addition, the system is used in reviewing applications submitted by businesses to the Oregon Department of Economic Development for expansion and relocation assistance. The System provides data on the types of occupations and staffing patterns of industries to validate information provided on the applications. An extensive follow up on recipients of economic development assistance on a monthly basis over a 3 year time period has also been implemented.

Enhancements to the Occupational Program Planning System have included expansion of the supply/demand analysis for 225 program training areas, a narrative analysis understandable to nontechnical users, occupational characteristics data and presentation of six indicators of supply/demand relationships. The system is operated by the Employment Service, with policy management through the SOICC board and a user-representative sub-committee. The SOICC staff coordinates the provision of data by other agencies; coordinates product design through an interagency subcommittee; and coordinates user traiing. Both SOICC and Employment Service staff provide training through large group orientation sessions, inservice training for small groups focusing on particular applications and individual assistance.

The Oregon Career Information System (CIS) was the earliest of the systems originally funded by the U. S. Department of Labor. It now operates in over 2000 public schools and community college sites on a user fee basis through the University of Oregon. The system is also used extensively by CETA Prime Sponsors and vocational rehabilitation for client assessment and employability development planning aimed at helping clients develop short and long-term career goals. A related effort is a State Employment and Trainig Council funded project resulting in an Idea Book on providig career information to out-of-school disadvantaged youth, the addition of Job Search data to the computer files and enhancements to the financial aid file.

(Oregon SOICC, con't)

Improvements/Future Directions:

Projects underway include the improvement of supply/demand data, dissemination of a study on new emerging occupations and development of a common data base for all occupational program planning as a supplement to the Occupational Program Planning System. Plans include the expansion of supply information to reflect industry training programs and improved data on community college programs. Training activities will focus on the use of the Classification of Instructional Programs codes, Dictionary of Occupational Titles data use by vocational rehabilitation counselors and occupational/trends for the next decade.

Resources Produced by the Oregon SOICC:

Brochures:

- Career Information System (CIS)/System Exploration and Research for Career Help (SEARCH)
- Guide to Occupational Information: An Oregon Network
- Occupational Program Planning System
- Oregon Occupational Information Coordinating Committee (OOICC)
- Sources of Labor Market Information for Counselors
- Sources of Labor Market Information for Planners

Directory of Occupational and Education Information Sources
New and Changing Occupations
Occupational Information: An Oregon NETWORK (Training booklet)
Oregon Occupational Information Coordinating Committee Annual Report 1979
Oregon Occupational Information Coordinating Committee Annual Report 1980
Oregon Occupational Information Newsletter (quarterly)
Oregon Occupational Information: User Needs Assessment, Volume I
Oregon Occuaptional Information: User Needs Assessment, Volume II
Oregon Occupational In-Migration Study
Product-Process-Precautions: Final Project Report
Slide/Tapes

- Overview of the Oregon Occupational Information Coordinating Committee
- The Oregon Occupational Information NETWORK

Resources Sponsored by the Oregon SOICC:

Metropolitan Portland Labor Survey Consortium: Executive Summary
Metropolitan Portland Labor Survey Consortium: Volume I - Area Residents
Metropolitan Portland Labor Survey Consortium: Volume II - Area Employers
Occupational Program Planning System, 14 regional Labor Market Information publications, 1981
Occupational Program Planning System, State of Oregon Labor Market Information, 1981

PENNSYLVANIA SOICC

Status:

Pennsylvania has devoted a great deal of time and effort in improving the awareness and use of labor market information. This has had multiple benefits in that coordination and communication among the producers and users of information has increased, resulting in a better understanding and use of labor market and occupational information. The first major effort to address this area was a statewide conference that brought together users and producers of labor market information to discuss and exchange ideas on how to improve LMI. Evaluation of the conference led to a series of five regional training workshops that brought together labor market analysts and vocational education planners to see how LMI could be used in planning short and long-term programs.

The PASOICC cause also benefitted from direct involvement in planning and participating in the first statewide PIC conference and the State Employment and Training Council (SETC) conference.

PASOICC has funded the preparation and publication of four major publications that have provided valuable information on labor market and occupational information. Three of the publications were prepared by staff in Research and Statistics of the Office of Employment Security that were under contract with PASOICC. The fourth publication was prepared as part of a contract with the consultant who examined and analyzed the existing OIS in Pennsylvania. The OES publications were: Pennsylvania Employment Trends in Agriculture and Agribusiness Occupations Statewide and in Thirty-Two Labor Market Atreas, Feb. 1980; Employment and Occupational Trends for Vocational Education in Pennsylvania, April 1981; and Pennsylvania Vocational Preparation, Job Characteristics and Outlook, November 1981, and the other publication was Source of Occupational Information in the Commonwealth of Pennsylvania. Ten thousands copies of this publication has been distributed to junior and senior high schools, employment security offices, libraries, CETA prime sponsors, and attendees at workshops and conferences.

Improvements/Future Directions:

An interagency task force is in the process of collecting and analyzing data on the collections, analysis and dissemination of labor market and occupational information. Members on the task force are from the Department of Labor and Industry, Department of Education, Governor's Office and PASOICC. The task force has been divided into two groups; one to work mainly on the collection and analysis of occupational demand and supply data, and the other to examine and evaluate the systems that could be available for disseminating the information. This effort will culminate in the design of an OIS for Pennsylvania that will produce timely and quality occupational information for use in planning educational programs and careers.

(Pennsylvania SOICC, con't)

Major tasks that are either underway or comtemplated are; indepth investigation of the sources for information on occupational supply; collection of supply information for a test geographic area, identification of the mechanics and problems in merging occupational supply and demand data, survey progress and procedures of selected States that are implementing OIS, and determination of the validity of present OES projections.

In carrying out his activity, the task force has been guided by criteria developed by NOICC, such as using the SOC code for occupational classification and including certain data elements in the CIDS. The SOICC director will continue to promote the mandates given through talks to interested groups, training workshops, publications, filling requests for information and generally encouraging the coordination and cooperation of staff among State agencies. The Pennsylvania SOICC has prepared for printing a report on licensed occupations and selected apprenticeship occupational programs.

Resources Proudced by the Pennsylvania SOICC:

Pennsylvania SOICC Brochure
Pennsylvania SOICC Newsletter
Sources of Occupational Information in Pennsylvania
Reports and Materials: Utilization of LMI by Vocational Educators
A Suggested Vocational Education Planning Checklist
Employment and Occupational Trends for Vocational Education in Pennsylvania
Pennsylvania Employment Trends in Agriculture and Agribusiness
Pennsylvania Vocational Preparation, Job Characteristics and Outlook
Review and Examination of OISs in Pennsylvania
Review and Examination of OISs in Pennsylvania: Executive Summary

RHODE ISLAND SOICC

Status:

The Rhode Island SOICC is building upon the work of existing occupational and career information developers and delivers to develop a comprehensive occupational and career information system for youth and adults. Improvement of the occupational information base has been a major focus of activity for an expanded RIOICC staff. Six products have been developed and disseminated to more than 200 locations. They are (1) a supply/demand report; (2) Rhode Island specific career briefs, some that have been translated into Spanish; (3) a report on sources of occupational information available in Rhode Island; (4) a report on Rhode Island occupations requiring licensing, registration or certification; (5) a Digest of Education and Training Programs; and (6) a video tape on non-traditional occupations in Rhode Island.

(Rhode Islands SOICC con't)

With funding from the Governor's Special Grant Office, RIOICC has assembled a staff to write occupational characteristics briefs. During FY 1980 and 1981, four-page briefs were written for 206 occupations. Each brief contains information on ten major occupational characteristics. Complete sets of the brief have been given to more than 200 schools, libraries, colleges, community-based agencies and departments of state government.

A supply/demand report is published annually. The report includes Census based occupational demand information and six major sources of occupational training supply. The Digest of Education and Training Programs is an inventory of educational and training programs available in Rhode Island. It provides information on program enrollments and completions by gender. All the RIOICc member agencies are involved in the development of the supply/demand report and the Digest.

Because the RIOIS and the RICIDS are not computerized systems, all the publications contain data elements that may be used by either planners and administrators or by counselors and career-decision makers.

The RIOICC has worked with the Educational Opportunity Centers system, the Educational Information Centers network, Vocational Education, and the regional inter-related library systems to plan the continued development of the career information delivery system. A telephone career information and counseling service provides major general access to career information in the State. Labor market information, employment information and education information are available to callers.

Training in the use of occupational information by counselors has been provided through a coordinated effort with the Educational Information Centers Program network of schools, agencies and libraries.

Improvements/Future Directions:

Updating and improvement of the data elements and bases are an ongoing effort. RIOICC is attempting to resolve problems centered around accurate coding and classification of vocational education program curriculum to match the USOE codes that are often much narrower than the school's curriculum.

The Governor's Special Grant Office has approved funding for a RIOICC project to develop and disseminate information on the transferability of skills used by the production workers in occupations and industries that are declining in Rhode Island, to emerging and growing occupations and industries.

Plans to improve the system include an interagency agreement between RIOICC and the statewide planning program that makes RIOICC an affiliate Census data center for the purpose of disseminating 1980 Census data related to occupations. Other improvement plans inlcude an EOC/EIC and RIOICC study of the feasibility of seeking funds for a computerized occupational and career information system.

(Rhode Islands SOICC, con't)

Resources Produced by the Rhode Island SOICC:

Datamation Directory: Occupational Information Sources
Education and Training Program (Digest of)
Job Opportunity Briefs
Requirement for Licensed, Certified and Registered Occupations
Special Report - Identification of Professionals in Rhode Island Working in OI, LMI, and Economic Development Trends.
RIOICC Brochure
RIOICC Newsletter
RIOICC Needs Assessment Survey and Report

Resources Sponsored by the Rhode Island SOICC:

Planning Information for Vocational Education in Rhode Island
"Working" - 23-minute occupational information documentary on non-traditional occupations in emerging fields
Career Counseling Service

SOUTH CAROLINA SOICC

Status:

The South Carolina Employment Security agency, a SOICC member, produces an annual supply/demand product specifically targeted for vocational education and CETA program planning. This product, entitled, South Carolina Occupational Training Needs: A Demand and Supply Study, covers the State and ten planning districts. It uses Occupational Employment Statistics (OES) survey-based projections of occupational demand and includes information on supply from four major training sources, as well as Employment Service applicants/openings data. The agency added supply data on the Job Corps for the first time in the most recent report. The change to OES survey-based projected demand (from Census) greatly improved the detail of the occupational demand and facilitated the matching process between occupations and training programs.

As a major new effort, the SOICC developed a South Carolina Occupational Information System (SCOIS), a comprehensive system designed to serve multiple purposes: program planning, career planning and job search assistance. SOICC members determined that making useful information available for the latter two purposes was a priority because these needs were being inadequately met. Over the past 2 years (FY 1980 and 1981), the CETA agency contributed approximately $225,000 to the development of this system. User access to the system has continually increased; there are now 208 computer terminal sites and 25 sites with microfiche decks. The system has expanded in terms of coverage from orginally serving the two largest metropolitan areas to now include three small cities and a number of rural areas; 37 out of South Carolina's 46 counties currently receive information from the system.

(South Carolina SOICC con't)

SCOIS provides descriptive information on occupational clusters, outlook information derived from the OES occupational demand projections, and data on training programs. Wage information and a file on Employment Service Job Bank data is provided the users, the latter file is update daily to keep it current and accurate. To cover the entire State, the SOICC and the State Department of Education cooperated to produce a tabloid publication entitled, Your Future, that provided information on occupational clusters that are referenced to the information available in the SCOIS system. Extensive training has been provided to SCOIS users, and aides have been trained to reduce the demands on counselor time and thus increase user access to the system.

All the SOICC member agencies participated in the design and planning of South Carolina's Occupational Information System. In South Carolina, three other agencies also belong to the Executive Board in addition to the four member agencies mandated in the legislation. These are, the Commission on Higher Education, the State Board for Technical and Comprehensive Education, and the State Economic Development Board. The SOICC sponsored a data users and data producers conference to obtain input from those groups on system development issues as well.

Improvements/Future Directions:

The SOICC's plans for the future include the development of several additional files for the system. First priority, as determined by an assessment of user needs, is an information file on propriety schools in the State. A file on graduate schools and programs will also be developed and long-range plans include the addition of a financial aid file. An ongoing effort of the SOICC is to improve the coverage of supply component, as reflected by the recent addition of Job Corps data to the published program planning report. Research is being conducted on the possible inclusion of military occupational information into the system as South Carolina has a number of military installations.

Resources Produced by the South Carolina SOICC:

Exploring Your Future: SCOIS
Male and Female Employment in South Carolina (SCOIS)
South Carolina SOICC Brochure
SCOIS User Manual
The Network (quarterly)
SCOIS Poster
SCOIS Update - 1981
SCOIS Sound-Slide Presentation
SCOIS Index
SCOIS Occupational Profile
Your Future (tabloid)
South Carolina Occupational training Needs: A Demand and Supply Study
Alternative Methods for Collecting Followup Information about Secondary VOED Students

SOUTH DAKOTA SOICC

Status:

The South Dakota SOICC, via a network approach of the SOICC member agencies supplying both supply and demand information, serves to coordinate information availability to planners, administrators and other users within the State.

Funds have been provided by the SOICC to finalize development and operation of a statewide OES program. The SOICC conducted the survey work necessary to coordinate effort of the National Center for Education Statistics and obtained data from postsecondary career schools in the State.

A Career Information Delivery System has become operational utilizing a system of micro-computers and batch processing services for all users in South Dakota.

Nine annual training workshops are held at selective geographic locations in the State to encourage and expand usage, update users on information and give in-service and pre-service training.

Coordination activities have remained a high priority between the SOICC member agencies from the inception of the SOICC and through its development.

Improvements/Future Directions:

The micro-computer Career Information Delivery System will be expanded and refined to promote more effective usage, most especially in the area of planning information for program planners.

Additional emphasis will be needed in the member agency coordination with a high priority in both the Private Industry Council and the economic development arena.

Resources Produced by the South Dakota SOICC:

Abbreviations and Acronyms
Occupational Information User Needs Survey Summary
OIS Development Strategy: Executive Summary
South Dakota OIS Definition of Terms
South Dakota Occupational Information Survey
South Dakota SOICC Brochure
South Dakota VIEW Surveys
South Dakota VIEW: Counselor's Guide for Career Graduates

TENNESSEE SOICC

Status:

The Tennessee SOICC has developed (TOIS) an integrated comprehensive occupational information system that would meet the needs of planners and administrators in Vocational Education and in CETA, as well as address and needs of persons engaged in career exploration and job seeking.

(Tennessee SOICC, con't)

TOIS includes information on approximately 300 Tennessee occupations reflecting the occupational structure of the community to be served, and will also include other occupations of national significance. The occupations reflect all levels of preparation and training and take into account the needs of the target populations.

Flexible and alternative types of data files are available providing occuaptional as well as educational and training information. These files include the following:

(1) The State Occupational File - This file provides the user with approximately 300 occuaptions in Tennessee. These occupations represent over 90 percent of the total employment in Tennessee. An individual receives information about the present employment, employment demands, annual average job openings, annual starting salary, usual annual highest salary, OE clusters, DOT categories, worker traits, educational (and apprenticeship) requirements, union information, and other pertinent information. This data is statewide and for the Standard Metropolitan Statistical Areas.

(2) The Two-Year College Information and Vocational/Technical School File - There is information on over 18 two-year junior and community colleges in Tennessee in this file, as well as 27 AVTS. A user may select a two-year college by entering into the terminal personal interests and needs, or by directly requesting data on specific institutions.

(3) The Four-Year College Information File - A person can receive information on over 46 colleges and universities in Tennessee and 31 selected out-of-state institutions. A user may directly access a specific four-year institution and receive information about admission, enrollement, academic programs, campus activities, tuition and room and board expenses.

(4) The State Scholarship and Financial Aid File - Students may locate financial aid from the following sources: educational institutions, community associations and private sources at the local, county and state levels.

(5) The Job Bank Summary File - Individuals may obtain a list of job vacancies statewide and area wide. This file does not list employers, by refers users to their local Tennessee State Employment Service office. These job vacancies are updated daily.

Improvements/Future Directions:

Major improvements in Tennessee include the pilot test and evaluation of the Tennessee Occuaptional Information System (TOIS) that is currently available at sixteen sites in East Tennessee.

(Tennessee SOICC, con't)

Plans to expand TOIS include the addition of two new data files; one containing national information components on two-year and four-year colleges, and the second data file on information on Tennessee employers.

Updating of the data bases in an ongoing effort of the SOICC as is the completions of new data files and their integration into the TOIS system.

Resources Sponsored by the Tennessee SOICC:

Class of '80 - A Report of High School Graduate
Class of '81 - A Report of High School Graduate
Tennessee Youth Report - 1980
Annual Report to the Governor
Tennessee Accountability Report for VOED

TEXAS SOICC

Status:

From its inception, the Texas SOICC has worked to foster and improve coordination and cooperation between and among its five member agencies. That the SOICC's role as coordinator has gained acceptance and approval in evidenced by the fact that the Texas legislature, in the summer of 1981, abolished the Joint Committee for Vocational Education that was created some years ago to promote cooperation and coordination among the State Board of Education, the Coordinating Board, Texas College and University System, and the Advisory Council for Technical-Vocational Education. This legislative action was taken because the functions of the Joint Committee are being handled by the agencies concerned, and by the SOICC and other formal mechanisms for coordinating these activities.

Every effort of the Texas SOICC, and every facet of the research it has funded, has been directed toward meeting the perceived "immediate" needs of Texas data users and the long-range objectives of creating an Occupational Information System and a method of delivering this information to all data users, responding to their needs and the myriad uses to which they intend to put this information. According to occupational data users of every type, the two most urgent needs to be met in Texas were a "laundry list" of occupational information currently available and a catalog of information on occupations requiring licensing. Both of these demands have been met. The former is addressed in a Guide to Career and Occupational Information that lists publications of SOICC member agencies and non-member agencies alike, a brief description of each item, and from whom each item may be obtained. A Directory of Liscensed Occupations and Apprenticeship Programs covers the latter subject, listing not only the occupations themselves, but also the requirements for obtaining a license, job outlook for the occupation and wage ranges.

(Texas SOICC, con't)

Occupational demand, occupational supply and occupational supply/demand matching have been high-priority items for the Texas SOICC. Occupational demand has been provided by the State Employment Security Agency, with projections on a Census based matrix. Demand projections expected shortly, however, will be based on the Occupational Employment Statistics survey of Texas employers. The Texas SESA has maintained separate OES reporting samples for the State of Texas and for each of its seven largest SMSAs. With SOICCC funding, SESA conducted research to develop a methodology for using statewide samples for making sub-state estimates, thereby eliminating the necessity and expense of maintaining separate area reporting samples.

Occupational supply data is obtained from the Texas Education Agency, the Coordinating Board, Texas College and University System, rehabilitation agencies, proprietary schools, Job Corps, CETA and other training facilities. These supply data, plus demand data from SESA, from the basic ingredients for the Coordinating Board's supply/demand matching system. This system has been greatly refined and expanded through SOICC funding; it now yields data for the State of Texas and the six largest metropolitan areas.

SOICC-funded research has not identified long-range user needs; it has completed a full-scale inventory of existing occupational information; and it has examined occupational supply obtained from a student follow-up program. With this information serving as an operational background, and with the requisites for an OIS (occupational supply/demand, occupational characteristics, and complementary information) in place, the next consideration was a delivery system for making this information available to data users. To this end, SOICC purchased the DISCOVER software package, has it set up on the SESA computer, and is currently giving demonstrations of the system to a wide variety of user groups.

Improvements/Future Directions:

SOICC plans, in the Spring of 1982, to begin delivery of information by means of CRT to 10-15 different sites, all in Austin. These sites will include SESA offices, high schools postsecondary educational institutions, rehabilitation agencies, and offices of CETA manpower planners. This pilot test will measure file use, system acceptance, and counselor impact, and is designed to overcome problem areas before Job Bank data is added and the information is disseminated statewide.

Resources Produced by the Texas SOICC:

A Guide to Career and Occupational Information
Texas SOICC Brochure

Resources Sponsored by the Texas SOICC:

Estimating Sub-State Occupational Demand Using OES...
Licensed Occupations and Apprenticeship Programs in Texas

(Texas SOICC, con't)

Occupational Data Needs Assessments:
- CETA Prime Sponsors and Subcontractors
- Other Texas Voc-Ed Agencies
- Private Sector
- Texas Agencies Not elsewhere Classified
- Texas Community/Junior Colleges
- Texas Employment Commission
- Texas SR Colleges/Universities
- Texas Voc Rehab Agencies
- Texas High Schools

Occupational Information User Needs Survey
Occupational Supply/Demand System Expansion
Postsecondary Educational Supply and Occupational Demand in Texas
Postsecondary Educational Supply and Occupational Demand in Texas:Technical Report
Relating Follow-up Data to Career Education and OIS's
Occupatinal Information Resource Reference Guide
Texas Educational Opportunity Guide
Community College Performance Review
Comprehensive Supply/Demand System Expension
DISCOVER CIDS Demonstration/Pilot

UTAH SOICC

Status:

Member agencies of Utah SOICC have collaborated to assemble, share and produce occupationally specific information that compares the need for workers (demand) and the potential supply of individuals who will be working or seeking work. While all the data needed is not currenly available and all the procedures are not yet standardized, enough significant progress has been made that permits a preliminary annual analysis of the balances and imbalances between demand for and supply of workers.

A publication was developed in FY 1981, entitled LABOR DEMAND AND SUPPLY IN UTAH-A FIRST LOOK, reflecting the initial interagency attempt to organize and unite demand and supply data for the state as a whole. As the title suggests, completion of the publication is not an end in itself, but a milepost establishing a point from which a refinement or upgrading process can begin. The project identified and combined current sources of supply data and compared them with estimated demand. This required analyzing existing sources and measurements of labor supply, determining which reporting systems are useable at this time, if at all, and deciding which sources, with modification, could be used in the future. Projections of occupational demand are based on Occupational Employment Statistics (OES) surveys, techniques, and data bases. Estimates of potential supply outputs (enrollments, completers, numbers unemployed, etc.) presently come from six data sources or reporting systems. Problems encountered in assembling the information are identified and recommendations provided for resolving issues related to coverage, classification, and timing.

(Utah SOICC, con't)

Agreement has been reached with the State Employment Security Agency (SESA), who generated the initial publication, to maintain such an effort on an annual basis, a process which will generally include incorporating recommendations, updating the data currency and upgrading the overall scope and informational quality.

Projects aimed at improving the OIS data base have been an important part of the development emphasis since SOICC's inception. A significant accomplish accomplishment for member agencies has been their participation and contributions in helping design and plan for multi-state cooperative activities. The necessity for such projects arises because there is competition for the same worker skills across both industry and state bundaries. An initial effort, a labor needs assessment on one industry (oil shale in Utah, Colorado and Wyoming), has been concluded. A workbook was published and distributed to key individuals responsible for providing an adequately trained work force. The project explores procedures for cooperative reporting, processing, and analysis of data on occupational demand and supply suggested for multistate planning. Also the endeavor demonstrated how OES survey techniques and classifications can be adapted to collection of information on emerging industries, alternative technologies and under varying assumption about productivity levels.

Prior to FY 1980, little effort has been expended to localize career information. Inroads where made in FY 1981 when the SESA identified a core of Utah's 200 most important occupations, developed short and long term demand data and prepared outlook analysis statements for each occupationa. With SOICC encouragement the information was incorporated into the Guidance Information System (GIS III) software files and Utah's Career Guide tabloid. This process insured a linkage between computer and non-computer aassisted career information delivery. Equally as important, the coordination helped to strengten in-state support for the OIS concept. Also, communications were bolstered among local SESA Offices, Vocational Educational Institutions, Vocational Rehabilitation Centers, CETA Facilities and Educational Information centers, each of whom polled their knowledge and resources in the planning, development and distribution phases.

A number of new products have been published and delivered which are described both in the Utah SOICC Newsletter and an Introductory Brochure. In addition, and audio/visual slide-tape presentation was developed for use in SOICC orientation sessions.

Training activities have included sponsoring workshops for various SOICC committees, making conference presentations on roles and goals, and arranging for member agencies to receive training on the OIS concept (OIS Handbook Training) and CIDS alternatives.

Improvements/Future Directions:

Particular emphasis in FY 1982 will be focused on improving the quality of reporting for the VEDS data base which is the prime source of Utah's institutional supply data.

(Utah SOICC, con't)

If the Utah SESA has staffing, SOICC plans to encourage and assist them in exploring and exploiting the potential uses of it's New Hires data as an improvement to the Demand and Supply Report in forthcoming years.

This task will involve a test of the AUTOSOC software developed under a NOICC special purpose research grant supplemented by SOICC contract money from its BAG. This, in addition to the fruits of the activities of the Technical Committee in this area will be incorporated, including raising the quality to a level two analysis.

Reviews in half (four) of the local planning districts to determine the extent to which the OIS products and services meet the informational needs of actual and potential users will be conducted.

Recommendations of GIS III will also be reviewed and considered for inclusion in the OIS redesign efforts. However, some reduction in this level of effort will be necessitated if FY 1982 funds are not restored to the planned levels.

Resources Produced by the Utah SOICC:

USOICC Newsletter
SOICC: A Better Way

Resources Sponsored by the Utah SOICC:

Occupational Information In Utah
Occupational Licensing Requirements in Utah
Occupations in Demand At Utah Job Service Offices
Utah Job Hunter's Guide (FY 1982)
Utah's Career Guide

VERMONT SOICC

Status:

In early 1979, the SOICC initiated the Occupational Employment Statistics (OES) program for projecting employment demand. This year, the third in its three year cycle, the OES program is nearing completion and the projections data is expected to be available during late summer, 1982. In each of the three years, the costs for the project have been shared by the four statutory agencies, with Social Welfare, Economic Development, and Labor and Industry contributing in 1981 as well.

Other early projects that have continued or that have come to fruition included a document that gives detailed licensure and certification information for occupations in Vermont. This year the update of the publication came out in August and included occupational descriptions based on the Standard Occupational Classification (SOC) code descriptions. These descriptions are identical to those found or being incorporated into Vermont's Career Information Delivery System which also became a reality in 1981.

(Vermont SOICC, con't)

The Vermont CIDS, known as VOICES, is presently being pilot tested in all but five of the State's Job Service Offices and was scheduled to be in five school sites: one Vocational Center, a middle school, and three high schools. The major data available includes occupational information, career information, educational information, national information on colleges and the Military, and newly added Vermont Job Bank information that links the CIDS with the statewide daily listings in Job Bank.

In January 1981, Governor Snelling created a Special Cabinet for Employment and Training Services that expanded the SOICC membership to include the Secretary of the Agency of Development and Community Affairs, the Commissioners of Labor and Industry and Social Welfare, and the Director of State Planning from the Governor's Office. This cabinet has taken over the charges of the SOICC and is currently developing a five-year plan for Employment and Training as well as providing for all the SOICC activities outlined in the FY 1982 plan.

The Vocational Preparation and Occupations crosswalk has been purchased for the SESA Research ans Statistic Unit for preparing the Vocational Education Annual Planning Report. The Committee has also helped underwrite the cost of the Statewide Career Resources Library and a Directory of PostSecondary Training Institutes within New England.

Improvements/Future Directions:

The key activities of the future are to expand the VOICES project to include economic development data and to be available to all schools, Vocational Rehabilitation offices, correctional facilities, libraries, and so forth. In addition, two documents will be published. One, a supply/demand report that shows that number of program completers from all training programs operating in the State and the annual and current demand for workers. The demand data will come from the OES program and the job order files of the Job Service. The second document will be an update of Job Training in Vermont that identifies all training programs; explains how each works; and lists eligibility criteria, contact people, and more.

Finally, the VOICES project will be bolstered by the addition of a Career Resources Library (CRL). The CRL will be a clearinghouse function for Career related resources applicable to citizens of Vermont, particularly for youth. It will offer a variety of services for career education and exploration. Materials will include books, film strips, films, slides, video tapes, periodicals and pamphlets.

The CRL will also provide, when necessary, audio-visual equipment and vidio-TV units in conjunction with workshops on career information offered by the library staff.

Resources Produced by the Vermont SOICC:

Career and Occupational Information Publications (A Listing of)
Job Training in Vermont - Second edition
Licensed Occupations in Vermont - Third edition

(Vermont SOICC, con't)

Resources Sponsored by the Vermont SOICC:

OIS Career Resources Library Cataloque
Guide to Vocational Programs and Schools

VIRGINIA SOICC

Status:

The Virginia SOICC has adopted a multi-media approach to meeting the diverse needs of information users. This approach results from feasibility studies conducted during FY 1980, the SOICC's first year of staffed operation.

The Virginia SOICC's computer-based Occupational Information System (OIS) is contracted to the Taylor Murphy Institute, University of Virginia. Using NOICC's Vocational Preparation and Occupations crosswalk, the OIS program has assembled numerous Federal and state data bases, organized according to the Standard Occupational Classification (SOC) system. The data are delivered to users via two media. One is an annual report on occupational supply, demand, and characteristics. The other is a telephone data retrieval service that allows users to call in data requests for same-day computer processing. The user specifies the variables and format of the computer run.

Virginia's OIS program stresses training on effective uses of the data, and trains hundreds of data users each year. The OIS program is governed by a special advisory panel that is regularly convened to review progress and develop plans. The program is funded by grants from NOICC and the Governor's Employment and Training Council.

The Virginia SOICC's Career Information Delivery System (CIDS) is contracted to the College of Education, Virginia Polytechnic Institute and State University. Using data from the OIS program organized by the SOC, the CIDS program formats the data in a way useful to individuals seeking information on educational or job opportunities.

The CIDS program, too, utilizes a multi-media approach to the delivery of information. The statewide toll-free career hotline provides carefully-researched responses to thousands of inquiries each year. Printed directories on licensed and apprenticeship occupations in Virginia have been developed, widely disseminated and evaluated. A comprehsive microfiche system has been disseminated to 1500 sites in Virginia, and contains five basic files: occupations, apprenticeship programs, postsecondary schools, financial aid, and military training. Work is underway to provide the same information through interactive computers. Virginia has also initiated a classroom infusion program that provides curricular and instructional aid materials for career education. All CIDS products are supported by a strong user services program of counselor and teacher training. The CIDS program is funded by grants from NOICC, the Virginia Department of Education, and the Governor's Employment and Training Council. In-kind support is provided by several other Virginia agencies.

(Virginia SOICC, con't)

An important feature of the Virginia SOICC's programs is that no user fees are charged. The SOICC is committed to equal access to the information, regardless of the financial status of the user.

Forum, the quarterly newsletter of the SOICC, announces the latest developments in the field and recent or planned activities of the twenty-member Committee. It has a circulation of 4,000.

Improvements/Future Directions:

Since the basic components of the Virginia SOICC program were established during its first two years of staffed operation, subsequent changes will be incremental and designed to refine and maintain existing activities. Increased attention will be paid to interagency communication and coordination rather than attempting to expand the base of deliverable products and services. For example, new initiatives related to improving OIS subsystems will take precedence over issuing new types of reports.

The Virginia SOICC's emphasis on training and user services will, however, continue to expand. On-site training to support OIS and CIDS products will be available to all Virginia education agencies, Prime Sponsors, and related groups. The Virginia SOICC is funding on position to support the OES program.

As the OIS is refined, attention will be given to increasing localization of the data to additional sub-state areas. Equally important, new bases of data--such as the 1980 census--will be added. The OIS will respond to user needs.

Resources Produced by the Virginia SOICC:

Career Information Hot Line
Licensed Occupations in Virginia
Virginia SOICC Brochure
Virginia SOICC/EIC Forum (periodical)
CIDS For Virginia

- Career Information Hotline Bibliography
- Virginia SOICC Brochure
- Virginia SOICC Newsletter (The Forum)
- Occupational Information System Telephone Data Retrieval Service
- Occupational Information System Final Report, 1981
- Feasibility Study for Career Information System for Virginia
- Licensed Occupations in Virginia
- Virginia Occupational Demand, Supply, and Wage Information
- 1981 Virginia VIEW Microfiche
- 1981 Virginia VIEW Microfiche Index
- 1981 Virginia VIEW Microfiche Classroom Infusion Units
- Toll Free Career Information Hotline
- Career Information Hotline Brochure
- Career Information Hotline Postures

WASHINGTON SOICC

Status:

Since Washington was the only state not yet participating in the Bureau of Labor Statistics' Occupational Employment Statistics (OES) program, the Washington SOICC's first priority was to undertake a concentrated effort to solicit both endorsement and funding to implement an OES system, thus meeting the needs of the education and training community. Through these efforts, the SOICC has been able to enlist the aid of some sixteen state agencies and CETA Prime Sponsors to fully fund the OES program. As a result, Washington State Employment and Training administrators, planners, counselors and job seekers have at their disposal occupational demand data at both the labor market area and county level.

This year the Washington SOICC, with cooperation from the Employment and Training Division and the Research and Statistics Branch, Employment Security Department, sponsored a series of seven one-day workshops throughout the state designed to promote occupational and labor market information to vocational education administrators, counselors and CETA planners. The workshops were exceptionally well received, with most of the participants expressing a need for on-going activity in this area, specifically annual updates.

Based on earlier collaboration with Washington State University regarding agricultural occupations, the SOICC has established an interagency tasks force for the purpose of defining agricultural occupations, developing survey strategies, and suggesting ways that agricultural projections can be best accomplished. The Washington State Department of Agriculture has enthusiastically endorsed this effort.

Improvements/Future Directions:

Earlier this year the SOICC sponsored a project to develop a general occupational supply model. Results of this project were carefully reviewed by the SOICC, and plans for 1982 call for the development of a detailed occupational supply system. This system will utilize existing computer software programs and will be designed to be compatible with our occupational demand system (OES). With these systems in place, the SOICC will be able to provide meaningful job supply/demand reports for use by vocational education program planners and by direct participants in the labor market.

The Washington SOICC is currently engaged in developing a statewide information network among secondary and postsecondary schools administrators and counselors and CETA planners. The network will facilitate improved methods of coordination and use of occupational information, as well as providing a means through which the SOICC, by soliciting input from those involved in employment and trianing programs, can increase its effectiveness in meeting its objectives. For example, recent recommendations from various CETA administrators have led to the development of an in-service occupational and labor market information training program for members of Private Industry Councils (PIC's) and their staff members. This effort is considered to be an excellent method for establishing linkages between SOICC programs and the private sector.

(Washington SOICC, con't)

It is expected that the Governor will reappoint the SOICC for another term on the Washington State Employment and Training Council. Membership has proven beneficial to those agencies utilizing occupational information and will continue to provide opportunities for the SOICC to effectively interact with a large number of organizations, both public and private.

Resources Produced by the Washington SOICC:

OIS Strategy: Washington State
Requirements/Design Concept for an Occupational Supply Model
Selected Methods of Forecasting Agriculture Employment Operations...In Washington State
Selected Occupational Information Available in the State of Washington
Washington State OES Program Overview
Detailed Supply Model Design for Washington State
Resource Manual for Counselors, Planners and Administrators: State and Local Occupational/LMI

Resources Sponsored by the Washington SOICC:

Washington State Occupational Outlook, 4th Edition
Funding Consortium of Washington State OES Program

WEST VIRGINIA SOICC

Status:

The West Virginia SOICC has brought about the following improvements in generating, collecting, formatting and disseminating occupational data:

(1) As a result of discussions it initiated between vocational education and employment security, an annual report is produced that crosswalks Employment Security empmloyment projections to training programs operated by Vocational Education. Recognizing that demand data must be complemented by supply data, that report list completions, by training provider (Vocational Education, CETA, community colleges, etc.), for every training program in the state. This type of demand/supply data has not been heretofore available;

(2) In cooperation with the Private Industry Council and Employment Security, it has developed a system for generating labor market information by the eleven planning districts, a capacity that was previously unattained. Publications, appearing in December, 1981, present information by region regarding socioeconomic characteristics of the population, current and projected employment by occupation and industry, and annual average job openings by occupation;

(West Virginia SOICC, con't)

(3) The SOICC has pioneered a Career Information System that presents characteristics regarding 182 occupations important in West Virginia. Of particular significance is the set of procedures designed to gather and present state specific information regarding wages and employment opportunities. Employment Security participates substantially in the maintenance of the CIS by generating all of the employment data and by conducting a wage survey. The occupational data is disseminated annually via publication entitled, West Virginia Occupational Briefs;

(4) Another pioneering effort of the SOICC has been the annual publication of a bibliography entitled Information Sources Useful for Planning Vocational and Manpower Planning Programs. That publication is the only description of publications and data bases available through state government agencies, as well as from other sources. A unique feature of the publication is a keyword indexing procedures allowing the user to locate easily pertinent information sources. The project is carried out cooperatively by the State Government Research Association; and

(5) An annual responsiblity of the SOICC is to compile and format data required by the 55 local Education Agencies in preparing their annual plans. Localized data needs pertain to current and projected occupational employment; population by age, sex and race; number of disadvantaged and number of handicapped. A data base to carry out that function is being established.

Improvements/Future Directions:

Plans for the future include the continuation of all the functions already described. Of particular importance will be the continuation of the regionalized labor market information system by Employment Security. It appears likely that the Governor's Office of Economic and Community Development will recommend that the annual plans submitted by the eleven regional planning councils be based on the information in that system.

In addition to continuing the functions already assumed, we plan to enlarge the scope of the CIS. That will be accomplished by increasing the number of occupations in the West Virginia Occupational Briefs and by establishing three career resource centers that use a computerized Career Information System as their nucleus. Soon, computer capacity will be expanded to accommodate eight users. The computer and the software package will be made available to the West Virginia SOICC free-of-charge by Marshall University. Currently, the feasibility of developing localized data files in hardbound copies is being investigated. These files would supplement the computerized system.

Another activity that the SOICC will commence in FY 1982 is a series of workshops regarding the contents of the Occupational and Career Information Systems. Considerable effort will be devoted to discussing the importance of the data, its use and its limitations. Consistent with the SOICC policy of becoming involved in cooperative activities with other agencies/organizations, the SOICC will make presentations at workshops presented by the State Data Center, a consortium of government agencies and West Virginia University.

(West Virginia SOICC, con't)

Finally, beginning in early FY '82 the WVSOICC will began to establish a common data base to be used by VOED and VORAB.

Resources Produced by the West Virginia SOICC:

Information Sources Useful for Planning...In West Virginia
Occupational Demand, Supply, Wages in West Virginia
West Virginia Occupational Briefs
Labor Market Studies: Sub-State Regions I - XI

WISCONSIN SOICC

Status:

The Wisconsin SOICC has developed a comprehensive occupational Information network that is designed to provide users with information for career exploration and decision-making as well as common data needs of vocational education training programs.

This network is currently available to a total of 545 sites with actual utilization of the information numbering 230,950 individuals. Career information is disseminated via computer and printed versions. Currently, the following constitutes the number and type of sites using the Wisconsin Career Information System, a vital coordinated priority of the Wisconsin SOICC.

Summary Data - All Sites

Type of Site	Number of Sites	Number with Access	Percent Usage	Number of Users
K-12	278	210,949	66%	139,088
VTAE	70	105,000	24%	25,456
UW	59	149,000	9%	13,237
CETA/CAP	70	22,708	42%	9,599
Job Service/ WIN	58	44,440	20%	8,888
Other	10	4,433	61%	2,682
Totals	545	536,530		198,950
Non-User Sites	-	32,000		32,000
Totals	545	568,530		230,950

Additionally, the Wisconsin SOICC accomplished through its member agencies:

(1) OIN Publication - Yearly, projections, supply/demand numerical comparisons, quantative and qualitative analysis;

(2) Training/Workshop/Analysis - Governor's Conferences, Drive-In Fair, Workshops for Analysis, etc.;

(3) Publication Production - Newsletter (quarterly), Brochures (as needed), special analysis;

(West Virginia SOICC, con't)

(4) Clearinghouse - telephone hotlines, library of occupational information, analysis, information search services;

(5) Career Information Delivery - WCIS (youth), job service, placement;

(6) Directory of Labor Market Information - The labor market information directory will not be updated in FY 1982 unless major changes in the listing occur. DILHR will cooperate in the SOICC Sourcebook of Wisconsin's Labor Market Information, and will prepare the brief descriptive LMI pamphlet;

(7) Short-Term Supply/Demand Analysis - The quarterly Wisconsin Occupational Opportunities Information - due to financial restriction, this item may not be high priority;

(8) OES Survey Data - In addition to the required statewide BLS publications, DILHR will continue to provide matrix estimates for the state and for sub-state areas. Such release of the data will be limited to specific users where technical services can be provided until a better description of the matrix coverage and accuracy can be provided;

(9) Wage Information - A statewide wage survey that will provide data for selected counties is planned for publication in FY 1982. It will be designed based upon the past three experimental wage surveys;

(10) Job Search Information - Continuing provision of occupational information and descriptions for delivery to a wide variety of users, including Job Service counselors, through the Wisconsin Career Information System;

(11) Technical Services - Planning information for vocational education will be provided, as in the past, as a technical service working directly with State Board staff. DILHR will continue to participate on the Wisconsin Occupational Information Coordinating Council Technical Committee. Training sessions on LMI will be given to new employees, local office interviewers, Job Service supervisors, and local labor market analysts as scheduled throughout the year. Efforts will be made to give better technical service to CETA Prime Sponsors through the local labor market analysts;

(12) All About You - Depending upon continued emphata has provided feedback to local administrators and guidance personnel of the need for instructional guidance activities to provide the labor force with qualified participants.

(Wisconsin SOICC, con't)

Finally, the Wisconsin SOICC has initiated construction and will indeed implement a supply/demand analysis table for direct participants and intermediaries. The table lists: SOICC titles, SOC employment, projected employment, VATE completers/leavers, DPI completers/leavers, ESARS applicants, Job Bank/Job Openings, CETA completers/leavers, private sector, university.

Improvements/Future Directions:

Eventually, should economic and development mixes prevail, the Wisconsin Occupational Information Coordinating Council will endeavor to provide career information via micro-computer (Career Scan I) that will enable many more direct participants in the Labor Market and the Educational Institution or Employment and Training Program to have access to decision making information either for careers or program planning.

Additionally, it is anticipated that the Wisconsin SOICC will more fully develop with the individual military branches a cross walk coding as well as an exchange of information for career and program planning purposes. Finally, the Wisconsin SOICC will continue to develop and refine its own training program for users of occupational information; i.e., ICDM (Improved Career Decision Making). WOICC trained over 200 counselors and other labor market information users in a three month period in 1981. The program has proved to be quite successful and there is significant testimony on the part of participants (ref. National Center for Vocational Education, Ohio State University) to prove the worth for the State's career counselor and program planners.

Resources Produced by the Wisconsin SOICC:

Creating Jobs Through CETA: A Proposed Economic Development Strategy Paper...
Sources '80
WOICC Newsletter (quarterly)

Resources Sponsored by the Wisconsin SOICC:

Sourcebook of Wisconsin' Labor Market Information

WYMONING SOICC

Status:

Because the Occupational Employment Statistics program is only in its infancy, an alternative supply/demand project funded by CETA has emerged. This data, with I/O projections through 1987, is focused on the seven geographic regions of the state as identified by the WOICC Committee.

The VEDS program has provided the state with heretofore unavailable information that is needed in preparing the vocational plans for program planners and administrators. Follow-up data has provided feedback to local administrators and guidance personnel of the need for instructional guidance activities to provide the labor force with qualified participants.

(Wyoming SOICC, con't)

Although the Committee recognized the need for a career information system, a coordinated approach was adopted that utilized Educational Information Centers monies as well as other agency contributions in identifying occupational characteristics, programs and schools offering programs. Supplemental funding has been received from NOICC to continue the development and dissemination of available information to administrators and youth who are exploring career paths. The use of the SEARCH program (GATB-WTGI) concept, sponsored by the State Department of Education, has stimulated a number of school districts to provide a career decision-making curriculum that will enhance the CIDS data base.

Joint workshops with the State Department of Education, Vocational Programs Unit, has allowed the WOICC staff to disseminate a wide variety of occupational information to schools administrators, guidance personnel and staff. The workshops have been co-sponsored the past two years tying together VEDS, occupational information, Management Information Systems, planning and the State Advisory Council for Vocational Education with their speak-ups.

Improvements/Future Directions:

With the CIDS grant, continued development and dissemination of occupational information, programs, schools, descriptions and auxiliary information will provide access to such information on micro-computers in 1982. Only the community colleges can access data by teletype terminal from the mainframe computer, hence the use of micro-computers, hard copy and needlesort.

The need for a instructional guidance system in the LEAs is a focal point of dissemination and use of occupational information. The need for use of the CIDS hinges squarely on the career decision-making coursework in educational institutions to allow students to access the information once decisions on careers are made.

The Wyoming Career Information System needs the financial support of the state. Future funding is part, rests with the State Legislature to augment user fees and Committee member contributions. LEAs are utilizing alloted vocational and career education funding categories to help implement CIDS.

Several needs assessments have been completed with projections in the energy related fields, including the Tri-state Consortium, ETA Projections from 1977 - 1983 in the Rocky Mountain Region, and Western Wyoming College's study to the effects of the overthrust belt in Colorado, Utah and Wyoming. Program implementation at several schools will reflect that data in the programs being offered in future years.

Resources Produced by the Wyoming SOICC:

Occupational Information Resources for Wyoming (Directory of, Revised)
Wyoming Update (quarterly)

Resources Sponsored by the Wyoming SOICC

Employment projections for Energy-Related Occupations 1983
Wyoming Supply and Demand Projections to 1987 - Study and Technical Report.

AMERICAN SAMOA SOICC

Status:

Soon after the establishment of the American Samoa SOICC, the ASOICC Committee decided to establish an Occupational Information System (OIS) at the American Samoa Community College (ASCC). The OIS would meet the needs of not only the planners and administrators in vocational education and CETA, but would address the needs of persons engaged in career exploration and other job seekers. An agency in Hawaii, "Career Kokua," had entered into a contract with ASOICC to help develop an Occupational Information System in the college.

Linkages were also established between agencies with American Samoa's local government, making them aware of ASOICC and its purposes. Surveys of occupational information needs both in the private sector and public sector have been analyzed. These data are now being printed and will soon be distributed. This project was prepared by the Development Planning Office.

ASOICC in FY 1981 received Federal funding of $94,708. ASOICC is also a partner with other Pacific Islands in developing a coordinated occupational information program for the Pacific Region, using the already established Hawaiian system. This project has been delayed on its demonstration because of uncertainties about FY 1982 funding levels.

ASOICC sponsored a series of workshops to familiarize users, planners, counselors and administrators with the SOICC program.

Improvements/Future Directions:

Major improvements in American Samoa include the completion of supply and demand information into one system that matches supply with demand data. The techniques and delivery of the information through that system must be developed. ASOICC will make strides in improving the quality of data by incorporation of data from CETA, Development Planning Offices and other local agencies. When the OIS center is in full operation, ASOICC will evaluate the system to determine what changes may be needed to improve its value to users and to incorporte modifications to the system as appropriate.

Resources Produced the the American Samoa SOICC:

Economic Development Plan for American Samoa: FY'1979 - 1984
Needs Assessment Survey Among Government Employees of American Samoa
Labor Force Development (Private Industry Needs Survey) American Samoa
Efforts to Develop a Computerized System for Delivery of Occupational Information
Classification for Government (American Samoa) Occupations

GUAM SOICC

Status:

Guam Occupational Information Coordinating Committee (GOICC) and its member agencies have developed and implemented programs to improve the coordination, compilation and dissemination of occupational information to satisfy the needs of decision makers in: (1) Vocational Education programs and training programs; and (2) career planning, guidance, and job search. The delivery of occupational information to different user populations within the Territory of Guam is designed to reach the users in an organized format and on a timely basis. Because of Guam's political structure and geography, GOICC has effectively built its Occupational Information System (OIS) through village public meetings and interagency conferences. The village public meetings are designed to support the career planning, guidance, and job search needs of various target publications, including the disadvantaged youths. The interagency conferences are designed to support the planning process for education and training programs.

One of GOICC's major accomplishments since its inception in 1979, is the publication entitled, Occupational Projections: 1980-1985. This publication was prepared by a task force composed of staff from several government agencies and private organizations. It was intended to meet an expressed need by manpower planners and educators to know the present and future manpower requirements for various industries and occupations in Guam. The study also provided narrative discussions of employment for each local industry, major occupational categories, and employment projections by category. Additionally, an industry matrix was included depicting employment for specific occupations by major industry sectors, wage, and demographic information for selected occupations for each major industry sector.

As a result of the projections publications, the University of Guam and Guam Community College have made efforts to re-examine their curriculum and training programs. A study is now underway to re-evaluate the objectives and goals of these two institutions of higher learning on Guam.

In an effort to improve its OIS, GOICC has published a booklet on The Guam Occupational Information: A Directory of Sources and Services. This directory serves as a reference to assist potential users in identifying available sources of occupational information on Guam and the services they render. Copies have been distributed to government agencies, private organization, military service activities, and high schools and colleges. A special project that was funded under the Special Grants to the Governor during FY 1981 has been completed. The project results will be used to assist vocational education planners in both government and private business to address their training programs to meet the tasks and skills required of occupations. OIS components and subcomponents will be extensively dealt with in this project. GOICC expects to use this study for its purpose computer-based program.

(Guam SOICC, con't)

Improvements/Future Directions:

Programs for the future include intensified improvements on the occupational information system through continuing research and updating efforts. The supply and demand information interfacing aspect of the OIS will receive continued attention as well. GOICC will also publish a directory of professions and occupations in Guam requiring licenses or certification. Because of Guam's unique labor force, and in view of its remote location from the U.S. Mainland, GOICC is also planning to publish an occupational outlook handbook designed to serve Guam's populations. With the continued improvement of Guam's occupational information system, GOICC plans to seriously study the feasibility of implementing a CIDS service network on Guam.

Resources Produced by the Guam SOICC:

Characteristics of Selected occupations...
Demographic Characteristics for Occupations by Each SIC Code
GOICC Newsletter
Guam Occupational Information: Sources and Services
Guam Occupational Projections: 1980-85
Occupation-Industry Matrix, December, 1979
Occupational Breakdowns for Each SIC Code
Occupational Projections by Major Industry Sector Through 1985
Occupational Projections for Surveyed Work Force Through 1985

PUERTO RICO SOICC

Status:

PROICC conducted a needs assessment; an inventory of available data sources and programs within governmental entities, that revealed different levels of aggregations by occupations and areas. As a result, a legislative committee was organized to standardize data gathering activities, especially for occupational demand data. Furthermore, the Puerto Rice Department of Labor approved funds to initiate the OES Program.

Some of the PROICC FY 1981 products are: Catalog of Educational Offering for the Island; Directory of Occupational Licensing in Puerto Rico; the Taxonomy of Occupational Information in Puerto Rico; three new occupational briefs that were added to existing ones; and a draft of Spanish technical glossary of terms. Other products such as occupational briefs, directories, annotated bibliography, microfiche projects, newsletters, etc., have been developed since PROICC's inception.

During FY 1981, one of PROICC's regional committees carried out an occupational fair. All PROICC statutory agencies, affiliated members, private industries and institutions displayed their facilities in relation to the occupations in the labor market. PRIOCC has established a training series in FY 1981 to improve the development and utilization of occupational information. This training was also used to ascertain user needs and for interagency and local coordination.

(Pureto Rico SOICC, con't)

Also, PROICC is participating on a task force group to monitor a special interagency project to partially redress the shortage of electronic technicians required by the burgeoning computer-relation segment of the electronic industry.

PROICC has established communications with, and provided information to the Ministery of Labor in Costa Rico as requested by the Director of the Office of Program Services, U.S. Department of Labor. PROICC provided technical assistance to the Department's representatives, as well as discussing various PROICC projects and occupational materials. As a result of this communication, the Costa Rican Ministery requested PROICC's permission to reproduce occupational information guides for distribution in both the United States and other countries where Spanish-speaking populations reside.

PROICC continues its coordination with the Puerto Rico Planning Board's Infosystem Project that reduces duplicative efforts and encourages standardization of definitions, codifications, and estimating procedures. Additionally, PROICC has collaborated with various private and public training institutions to strengthen interagency cooperation.

Improvements/Future Directions:

A major improvement for Puerto Rico has been the approval of funding by the P.R. Department of Labor for the OES Program and the Career Information Delivery System (CIDS). During FY 1982-83 PROICC will design and develop the two programs. Plans include another round of training, updates of the Occupational Information Guides, new occupational briefs, guides and newsletters as well as products for the handicapped populations and other data users. Through coordination with the State University, a career video cassette project is planned. PROICC will continue to encourage the standardization of definitions, codification systems, estimating procedures, and the use of available reliable data. The institutional data will be analyzed and assembled by municipality.

Resources Produces by P.R./SOICC (In Spanish)

- Updated Occupational Information Needs Survey (1981)
- Catalog of Educational Sources for Puerto Rice (Hardcopy, Microfiches and Braille System)
  - Technical and Professional Offerings Guide
  - Department of Education, Vocational and Technical Programs Institutions
  - Department of Education, Special Education Program Institutions
  - Department of Social Services, Vocational Rehabilitation Program Institutions
  - Technical and Professional Programs Educational Institutions
  - Occupational Offerings on Private Institutions

(Pureto Rico SOICC, con't)

- Directory of Occupational Licensing in Puerto Rice (Hardcopy, Microfiches and Braille System)
- Taxonomy of Occupational Information in Puerto Rico (Hardcopy)
- Development of 53 Occupational Briefs (Hardcopy, Microfiches and Braille System)
- Newsletter (Quarterly)
- Guide of Occupational Information (Hardcopy, Microfiches and Braille System)
  - NOICC/SOICC Occupational Information System
  - The Status of Human Resources in Puerto Rico
  - Bibliography of Studies on Human Resources for Puerto Rico
  - Occupational Briefs, Employment Service
  - Agencies Directory Related to PROICC
  - Regional Agencies that Provide Services to the Human Resources in Puerto Rico
  - Acronyms List
- Puerto Rico/SOICC Brochure
- Trainings Packages
  - Use of Crosswalk
  - Utilization of Occupational Information Data
  - SOC and DOT
- P.R./Framework of Occupational Information System (Report)
- Classification System Report
- Catalog of Education Sources by Municipalities, Occupation and Institutions (Draft)
- Spanish Glossary of Occupational Terms (Draft)

<u>Resources Sponsored by P.R./SOICC</u>

Occupational Fairs by Municipalities
Puerto Rico labor Demand and Supply (1981 Survey Report)
Occupational Employment Statistics Program (Proposal and Working Plan)
Career Information Delivery System (Proposal and Working Plan)
Motorized CIDS units (8 units) (To be used by CETA Balance of State)

NORTHERN MARIANA ISLANDS SOICC

Status:

(No report received)

TRUST TERRITORY SOICC

Status:

Since its inception, the Trust Territory Occupational Information Coordinating Committee (TTOIC) has accomplished much toward the development of the TTOIS. In conjunction with the Pacific Occupational Information (POI) Project, the TTOICC conducted an inventory of the specific career information needs of its potential users. The results of this inventory have indicated the extent of career information files and services needed and have proven useful in determining future directions for overcoming the unique problems associated with the Trust Territory before TTOIS can be fully implemented.

Cooperation between the TTOICC and the Statistics Division, Office of Planning and Statistics at Trust Territory Headquarters, has resulted in the improvement of input data/information to be utilized in a number of working documents. Examples of topics covered in these documents include unemployment concepts and definitions for the Trust Territory, as well as analysis of data on the recent occupational history of the Trust Territory population. Furthermore, an analysis of school enrollment data will be utilized as a basis for establishing migration patterns within the Trust Territory and tabulations on employment and average incomes by business categories have been published in the BULLETIN OF STATISTICS, VOL. 3, NO 1.

To aid in the further development of TTOIS, a cross-classification table between the TT Census Occupational Classification code, the U.S. Census Occupational Classification code, and the Standard Occupational Classification code has been completed. Through the joint efforts of the Division of Vocational Education and the Statistics Division at TT Headquarters, the final edits and tabulations of VEDS were also completed.

Finally, training sessions for OIS producers and users were conducted by the TTOICC and the Statistics Division, covering among other topics, labor market concepts and the generation of supply/demand data.

Improvements/Future Directions:

A change in the administrative structure of the six Trust Territory Administrative Units into three separate national governments (the Federal States of Micronesia the Government of the Marshall Islands, and the Republic of Palau) will encourage more autonomy and responsibility at the local level. The TTOICC will be taking this into account for future planning and programming activities. Major activities during FY 1982 will concentrate on the TTOICC providing technical assistance to the three local governments in development of their own OIS as sub-grantees. Primary activities will focus on the design and planning of an OIS at each sub-grantee location.

(Trust Territory SOICC, con't)

As an initial step in the direction, sub-grantees will need to conduct their own formal user needs assessment to identify and analyze potential users and their needs on a local level. Once the identity and needs of potential local users have been established, an inventory of local agencies identified as potential data producers for input into an OIS will occur.

Because of a broad variation in occupational job classification, position requirements and wage rates throughout the TT, the TTOICC will also be concentrating on activities to systematize local occupations, eventually with job descriptions, job requirements, and wage scales.

In the Trust Territory, limited facilities in the secondary schools cannot accomodate all the students completing the eighth grade each year. According to the Office of Education at TT Headquarters, only 65 percent of the 8th grade graduates can be accepted into the ninth grade in three of the most populated localities. In other words, 35 percent of the Territory's students are forced to be dropouts. Data from the 1973 Census show that approximately half the pupulation of the TT, age 15 or over, who are not in school, are not working. Many of these persons are unemployed because they have no marketable skills and/or lack formal education. As a result, there are over one thousand alien workers in the TT, both in the government and private sectors. There is a need to train the local population in order to replace these alien workers. This is one of the objectives cited by Vocational Education in the TT and plans are being formulated to conduct a survey of the positions that are filled by aliens and to incorporate fundings from the survey into all training programs.

Resources Produced by the Trust Territory SOICC:

Pacific Career Information Needs Survey
Trust Territory Skill and Occupation Survey
TTOICC Newsletter (quarterly)

Resources Sponsored by the Trust Territory SOICC:

Quarterly Bulletin of Statistics

VIRGIN ISLANDS SOICC

Status:

The Virgin Islands State Occupational Information Coordinating Committee (VIOICC) has developed as its Occupational Information System (OIS), the Data Source Matrix. The Matrix is designed to provide laymen and administrators with basic occupationally related data to assist in management planning. This system will also provide instantaneous access to a wide range of relevant data including labor market information that can be used to support decision making processes. All of the VISOICC member agencies, as well as organizations from the private sector, are involved in the development of the Virgin Island Data Source Matrix.

(Virgin Islands SOICC, con't)

In addition to the Matrix, the VISOICC has developed two other OIS products to enhance the VIOIS matrix. They are: (1) An Occupational Information Guide; and (2) VIOICC newsletter, The labor market journal. This occupational guide is designed especially to meet the needs of counselors, job seekers and the unemployed youth. VIOICC newsletters will be used to improve communication among and between users and providers of occupational information, and to inform users and producers about the development of the Virgin Islands OIS.

Resources Produced by the Virgin Islands SOICC

Data Source Matrix
An Occupational Information Guide
The Labor Market Journal (VIOICC Newsletter)

APPENDIX A

Legislative Creation and Structure of NOICC

Congress included in the Education Amendments of 1976 (Public Law 94-482) the creation of the National Occupational Information Coordinating Committee to develop and implement an occupational information system at the Federal, State and local levels. State Occupational Information Coordinating Committees were called for to implement the system in the States. This mandate was reaffirmed and expanded in three succeeding pieces of legislation: The Youth Employment and Demonstration Projects Act of 1977 (P.L. 95-93), the Career Education Incentive Act (P.L. 95-207), and the Comprehensive Employment and Training Amendments of 1978 (P.L. 95-524).

The following officials were named in the Education Amendments as members of this National Committee:

- Commissioner of Education (USOE) 1/
- Administrator of the National Center for Education Statistics (NCES) 1/
- Assistant Secretary for Employment and Training (ETA)
- Commissioner of Labor Statistics (BLS)

Legislative Mandates

Both the Education Amendments of 1976 and the Comprehensive Employment and Training Act (CETA) Amendments of 1978 gave specific program mandates to NOICC. These mandates are:

1. To improve coordination between, and communication among, vocational education and CETA administrators and program planners, research personnel, employment security agency administrators and employment and training planning and administering agencies at the Federal, state and local levels in the use of program data and employment data.

2. To develop and implement an occupational information system (OIS) that shall:

    a. Meet the common occupational information needs of vocational and employment training program planners and administrators at the Federal, State and local levels;

    b. Include information on occupational supply and occupational demand; and

    c. Be based on uniform definitions, standardized estimating procedures and standardized occupational classifications.

1/ The Office of Education and the National Center for Education Statistics were part of the Department of Health, Education and Welfare when the law was enacted. These functions have been transferred to the Department of Labor. The Assistant Secretary for Adult and Vocational Education now is a member of the National Committee.

3. To give special attention to the labor market information needs of youth.

4. To assist the State Occupational Information Coordinating Committees.

To support the activities of NOICC, the Education Amendments of 1976 directed the Commissioner of Education to transfer not less than $3 million nor more than $5 million to NOICC. Similarly, the CETA Amendments directed the Secretary of Labor to transfer to NOICC not less than $3 million nor more than $5 million from CETA Title III funds.

In addition to its legislative mandates, the role of NOICC was further expanded by the Career Education Incentive Act of 1977. This Act directs the Commissioner of Education to consult with NOICC in examining "the occupational information needs of individual and organizations eligible for participation in programs assisted by this Act" and to "furnish information to interested parties of Federal programs which gather, analyze, and disseminate occupational and career information" as well as on exemplary career education programs. To support this information program, the Act permits the Commissioner of Education to reserve for this purpose a specified percentage of the funds appropriated to carry out this Act.

APPENDIX B

NOICC Organization and Operating Arrangements

In March, 1977, the Federal agencies represented by the four statutory members of the National Occupational Information coordinating Committee (NOICC) entered into an Interagency Agreement to establish the NOICC as an operating entity. This Agreement was revised in January 1978, to incorporate the additional legislative mandates assigned to NOICC by the Youth Employment and Demonstration Projects Act of 1977. The revised Interagency Agreement was published in the Federal Register on February 7, 1978.

Citing NOICC's legislative mandates, the Interagency agreement specifies the goals toward which NOICC is to direct its efforts, the responsibility of NOICC to assist each State Occupational Information Coordinating Committee (SOICC), the kinds of activities for which NOICC will use funds and the procedures to be used in estimating and requesting funds to support NOICC's activities.

The Interagency Agreement also establishes NOICC's Technical Steering Group comprised of one person from the staff of each NOICC statutory member and, by invitation, a representative from the Rehabilitation Services Administration. Finally, the Interagency Agreement includes notice that Memoranda of Understanding among the four statutory members will be developed, as needed, to cover such areas as policy, staffing, administrative services and space for NOICC.

Two Memoranda of Understanding have been developed and signed by the statutory members to provide more specific guidance for NOICC's operations. The provision of these memoranda are summarized below:

The Department of Labor is responsible for providing:

- One-half the positions allocated to NOICC;
- Personnel services;
- Budget, accounting and similar fiscal agent services; and
- Audits of NOICC's grants and contracts.

The Office of Education is responsible for providing:

- One-half the staff positions allocated to NOICC;
- Office space for NOICC staff; and
- Communication services including, but not limited to, telephone services and routine reproduction.

The Technical Steering Group is delegated the authority and responsibility to:

- Determine the amount of funds necessary to carry out NOICC activities each fiscal year;
- Establish procedures for, review and approve an annual expenditure plan for the disbursement of all NOICC funds;
- Serve as a review board for sole source grants or contracts in excess of $10,000;
- Select, by majority vote, all NOICC professional staff positions GS-14 and below and submit recommendations to the statutory members on selection of the NOICC's Executive Director and principal coordinator(s);
- Review annually the NOICC organizational makeup and staffing complement and recommend necessary changes;
- Establish policy guidelines for the NOICC; and
- Identify conflicting policy issues among participating agencies and forward such issues among participating agencies and forward such issues to the statutory members.

The NOICC Executive Director is delegated the authority and responsibility to:

- Serve as the NOICC allottee;
- Serve as the NOICC Contracting and Granting Officer;
- Implement the approved annual expenditure plan;
- Approve all expenditures as the administrative officer of NOICC; and
- Select all non-professional NOICC staff and submit recommendations to the TSG on selection of professional NOICC staff.

APPENDIX C

Creation and Structure of the SOICCs

One of the initial priorities of the National Occupational Information Coordination Committee was to secure the formal establishment of a State Occupational Information Coordinating Committee (SOICC) in each State and to provide the assistance needed for the SOICCs to begin operations.

Membership of all SOICCs in comprised of representatives of at least the four statutory agencies called for in the Education Amendments of 1976. These agencies are: The State Board administering Vocational Education; the State Manpower Services Council (not the Employment and Training Council); the Employment Security Agency; and the agency administering the vocational rehabilitation program. To further the cooperative relationship essential to their mission and to broaden the expertise available to SOICC operations; however, at least one-fourth of the SOICCs have extended the membership of their Committee. Non-statutory members of the SOICCs, or members of advisory or technical panels, include representatives of such agencies and organizations as, Office of the Governor, State Social Security Administration, Private Industry Councils, State Budget Office, State Planning Office, State Board of Higher Education and Postsecondary Education Commission, State Advisory Council for Vocational Education, Proprietary Schools, Private Employers, Organized Labor, State Economic Development Offices, and State Libraries.

To establish each SOICC, NOICC required that two documents be prepared and signed: a NOICC/SOICC Agreement and an Interagency Agreement of the four statutory SOICC agencies. The NOICC/SOICC Agreement establishes the legal relationship between the national and State Committees with respect to basic responsibilities and assurances. It also specifies the agency to serve as the fiscal agent of the SOICC. The State Interagency Agreement delineates the purpose of the SOICC, its membership, its fiscal agent, and the general procedures for SOICC operations. In several States, the Interagency Agreement has been augmented by an Executive Order of the Governor or by State legislation.

After these documents were completed, each SOICC was required to submit for NOICC approval, a narrative annual plan and a program budget request. When these items were approved, the SOICC received Part A Funds of its Basic Assistance Grant. Part A funds were intended to provide leadership staff for the SOICC; i.e., to provide for a SOICC Director and one support staff person.

After a SOICC Director was hired, the SOICC could request Part B funds of its Basic Assistance Grant. Part B funds were distributed on a formula basis for use by SOICCs at their discretion, within the mandates of the law. Principally, these funds were intended for occupational information system implementation and training activities.

In addition to their Basic Assistance grants, many SOICCs have acquired funds from non-NOICC sources. The most often reported source of additional SOICC funding is the Governor's Manpower Services Grant (both the Governor's four percent set aside and the four percent youth program set aside monies) under the Comprehensive Employment and Training Act. Other sources of SOICC funding include CETA Youth funds, Educational Information Center funds, special grants from Federal agencies, and Vocational Education funds. Nearly all SOICCs have received in-kind contributions from their member agencies, as well.

APPENDIX D

NOICC Program Policies

Although the need for a single standardized system for the collection, analysis and dissemination of occupational information has been widely recognized for some time, no detailed description of the structure or content of such a system had been developed prior to the establishment of NOICC. Consequently, NOICC has taken a leadership role in developing the concept of an OIS in its full scope and detail. The OIS is designed so the information base is standard among all States and no new data collection efforts are necessary; the OIS will be implemented through the SOICCs.

NOICC's initial demonstration of leadership in developing an OIS was the adoption of several basic policies originally published in the Federal Register, July 19, 1978, and later revised in the Federal Register, December 12, 1979. The policies are:

- NOICC will not be a primary data collection agency but shall coordinate such efforts principally among its member agencies.

- NOICC adopts the Standard Occupational Classification (SOC) system of the Office of Federal Statistical Policy and Standards, U.S. Office of Management and Budget, as a standard overall classification system.

- NOICC adopts the Occupational Employment Statistics (OES) program of the Department of Labor as the standard principal source of current and projected occupational employment data at the local, State and national level.

- NOICC, in development of the occupational supply model of the OIS, will utilize the data and information available from the following sources:

  - Employment and Training Administration's data reporting systems, e.g., State and National Apprenticeship System (SNAP) and the Employment Security Automated Reporting System (ESARS).

  - State Employment Security agency program, i.e., Employment Service (ES) and Unemployment Insurance Service (UIS).

  - Rehabilitation Services Administration's Case Service Report System (CSRS).

- NOICC encourages the implementation of a Statewide career information system for the delivery of occupational and education information used for career choices and job search purposes. The information used in these systems should be obtained from the OIS to the maximum possible extent. NOICC's concept for the development of these systems is based on the career information system demonstration program of the Department of Labor.

- NOICC adopts the labor market area concept, as defined by the Department of Labor, as the basic geographic subdivision for the development and use of occupational information.

These policies serve as the foundation upon which the OIS development and implementaiton activities of the NOICC and the SOICCs are built. The policies also make clear that NOICC does not function as a data collecting agency since such functions are appropriately performed by other agencies. Instead, the kinds of functions NOICC performs to achieve its legislative mandates include:

- Serving as a coordinating entity for the NOICC/SOICC Network and for the Federal agencies having responsibility for OIS-related data programs or activities. NOICC's coordinative activities involve encouraging the adoption of OIS standards, requesting and supporting system modifications when necessary and acting to prevent duplication. The SOICC's perform a similar function at the State level.

- Allocating funds to support the activities and efforts of the SOICCs; additional funds are provided to other appropriate agencies or organizations for OIS-related projects that are national in scope. NOICC's grant management function includes monitoring the progress and results of the activities and projects it funds.

- Providing technical assistance to the SOICCs and to other agencies or organizations engaged in OIS-related activities. Part of this function is fulfilled by developing materials and sponsoring training sessions on OIS design/development/implementation and in the use of occupational information.